

# ANNUAL REPORTS



## **Town of Marlow NH**

For the year ending December 31, 2013

And

## **Marlow School District**

For the year ending June 30, 2013

## **DEDICATION**

**We gratefully dedicate this 2013 Town Report to the many volunteers in our community. They perform numerous tasks that help keep our Town running smoothly.**

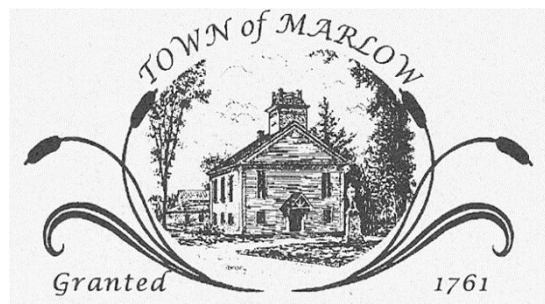
**Thank you for your support!**



Photo by Art Anderson



**ANNUAL REPORTS**  
of the  
**TOWN OFFICERS**  
of  
**MARLOW, NEW HAMPSHIRE**  
for the year ending  
**December 31, 2013**  
And  
**Marlow School District**  
For the year ending  
**June 30, 2013**



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Dr. Marshall Perkins was an officer from Marlow who served in the Civil War.  
(Picture from Marlow Historical Society)

## **PUBLIC NOTICES**

### **ATTENTION ALL MARLOW PROPERTY OWNERS INVENTORY FORMS DUE APRIL 15<sup>TH</sup>**

You are required to file an Inventory of all taxable property owned by you as of April 1, 2014. The Town will make all reasonable attempts to distribute the required forms. Should you not receive a form, they can be obtained at the Town Office. Please be advised that whether or not you receive your form(s), it is your responsibility to obtain them and file them in a timely fashion. Completed forms are **due by April 15, 2014**.

Any person who fails to file an Inventory of Taxable Property, under RSA 74:7-a, shall be assessed a penalty equal to 1% of the property tax, and not less than \$10 or more than \$50. Having incurred a penalty, you will also lose the right to appeal the denial of an abatement of an appraisal under RSA 75:1.

In addition to the above penalty, under RSA 74.12, any person who willfully omits to make and return their inventory form and is found to have made additions, alterations or improvements to their property will be charged doorage which will be 4 times as much as such property would be taxable if truly returned and inventoried.

We strongly advise all property owners to make sure they receive a receipt acknowledgment from the Town Office.

### **NOTIFICATION OF CHANGE IN ADDRESS**

Please make sure you notify the Town Office of any change of address whether permanent or temporary in order to receive your tax bills, inventory forms, renewal notices etc. in a timely fashion.

### **RESTORATION OF INVOLUNTARY MERGED LOTS**

Please be advised that under RSA 674:39aa, any involuntarily merged lots, prior to September 18, 2010 may be restored to premerger status upon the owner's request, provided that the request is submitted to the Board of Selectmen prior to December 31, 2016 and that no owner in the change of title voluntarily merged his or her lots.

### **ATTENTION ALL DOG OWNERS**

New Hampshire Statutes require all dogs to be licensed with the Town Clerk every April. Proof of Rabies inoculation must be presented to obtain a license. Failure to license your dog(s) on time will result in a \$1 penalty per animal per month after May 31. In addition, court summonses will be issued in July to all owners of unlicensed dogs. This will involve an appearance before a judge and possible fine. Your timely compliance is encouraged.

## **ATTENTION ALL DOG OWNERS**

A Rabies Clinic is going to be held at the Marlow Fire Station on Saturday, April 12, 2014 from 10:00 to 12:00 a.m. Please note that the initial rabies vaccination lasts for one year, but thereafter all vaccinations last for three years.



## **E-REGISTRATION**

Marlow residents may now complete their motor vehicle registration renewals online through E-Reg. E-Reg is located on the Town of Marlow web site [www.marlownh.gov](http://www.marlownh.gov). On the homepage scroll down to 'Where do I go for?' Click on E-Registration and follow the step by step directions. Payment is by electronic check. The registration form and decals will be mailed to you. Registrations are processed during regular Town Clerk hours, so allow enough turnaround time as the registration isn't considered valid until it is received by the customer. E-Reg may also be used to get estimates for new motor vehicle registrations.

## **ON-LINE OPEN BURNING PERMIT SYSTEM UP AND RUNNING**

The Town of Marlow is participating in a new web-based fire permitting system. This new system is administered by the Division of Forests and Lands within the Department of Resources and Economic Development. Residents will be able to visit <https://nhdflweb.sovsportsnet.net> directly or through the link on the Town of Marlow web site [www.marlownh.gov](http://www.marlownh.gov) and fill out the required information and print off a permit, all without leaving their home. The cost of an on-line permit is \$3.00. The on-line system is in addition to, and not a replacement of the paper permit that you can currently get at the Fire Department.

## **CRIME STOPPERS**

Marlow is a member of 'Connecticut Valley Crime Stoppers'. This organization was created to assist law enforcement and help reduce crime throughout the Connecticut River Valley. 1-888-680-tips (8477) or 603-620-tips (8477) are numbers the public may use to report information anonymously that may assist law enforcement in solving a crime.

## **POSTING OF 911 NUMBERS**

By Town Ordinance all owners of houses or buildings to which a 911 number has been assigned are responsible for obtaining and adequately displaying their number (s) so that they are readily visible from the road both day and night. Each individual number shall be at least 4 inches high by 2.5 inches in width'. Numbers can be purchased at the Town Office for 50 cents per number.

## **NON-EMERGENCY POLICE CALLS**

In cases of non-emergency please call 355-2000 not Ken Avery's home number. This number puts you through to Dispatch who will then contact Ken.

## **POSTING OF THE ROADS**

Throughout the duration of the spring thawing season, Town roads are closed to vehicles of 6 tons and over. RSA231.191.

## **PARKING BAN**

For the duration of the snow removal season, parking in the Town right of way is strictly prohibited.

## **BRUSH PILE**

The brush pile is located in the Highway Garage and is open April to October. In the past the opening hours were 10:00am to 2:00pm on the second and fourth Saturday of each month. The Town now offers this service by request. Please contact the Town Office well in advance so arrangements can be made.

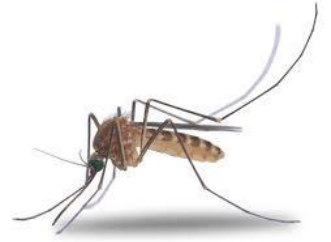
## **EASTERN EQUINE ENCEPHALITIS (EEE) AND WEST NILE VIRUS (WNV)**

Due to the latest concerns with Eastern Equine Encephalitis (EEE) and the West Nile Virus (WNV) a few prevention guidelines are recommended:

- Remove old tires from your property.
- Dispose of tin cans, plastic containers, ceramic pots, or other containers. Don't overlook containers that have become overgrown by aquatic vegetation.
- Drill holes in the bottom of recycling containers that are left outside.
- Make sure roof gutters are clean and draining properly.
- Clean and chlorinate swimming pools and hot tubs. If not in use, keep empty and covered and keep covers free of standing water.

- Aerate garden ponds or stock them with fish.
- Turn over wheelbarrows and change water in birdbaths at least twice weekly.
- Turn over plastic wading pools when not in use.
- Remind or help neighbors to eliminate breeding sites on their properties.

For more information, call the New Hampshire Department of Health and Human Services, West Nile Virus Information line 1-866-273-NILE (6453) or the NH Communicable Disease Control Section at 1-800-852-3345 or visit their websites at [www.dhhs.nh.gov](http://www.dhhs.nh.gov) and [www.cdc.gov](http://www.cdc.gov). Fact sheets will also be displayed and available at the Town Office.



Per order of the Marlow Board of Selectmen.

ROBERT ALLEN  
THOMAS FUSCHETTO  
EDWARD THOMAS  
Board of Selectmen



Photo by Donna Chase

# **SELECTBOARD REPORT**

In 2013, the Town was again presented with generous gift offerings, one coming from Dr. Cohen and consisting of three parcels of property that are a potential site for a Town owned gravel pit. We are in the final stages of finalizing this transfer.

During a summer storm the south side of Jones Hall received extensive damage and we had to expedite the replacement of the roof that had been scheduled for later in the year. The storm also caused interior damage and our insurance policy on the building provided the funds for extensive repairs to restore much of the interior of the building.

This year the Budget Committee was able to hold spending at last year's level, in part, because the Town no longer has any long term debt with 2013 as we made the final payment on the Kenworth fire truck in 2013. With the establishment of several capital reserve accounts we hope to avoid any future long term debt and therefore benefit from substantial savings in interest that would be paid on such debts.

We came in well below the Highway budget for 2013, despite the completion of an extensive recycled asphalt program on several miles of roadways, as well as costs associated with repairs done by several summer storms. The Town received over \$22,000 in reimbursement from FEMA for storm damage. We would like to take this opportunity to thank the Highway Department for all their hard work during the year.

We would like to thank Ken Avery and Pam Little for their accomplishment in establishing a Crime Stopper program for Marlow.

The Town would like thank the Town of Newport for their generous gift of a loaner Ambulance while ours was undergoing some scheduled repairs.

In 2013 the Town of Marlow adopted the State reverse 911 program, more information regarding this will soon be placed on the Town website [www.marlownh.gov](http://www.marlownh.gov).

With the new Town web site up and running we are asking for any recommendations for improvements to the site.

With the Purchase by St Pierre of Dr. Cohen's gravel pit, the Town permitted a 32 acre quarry to expand the operation. This development will be phased over several years and will be a valuable local resource for gravel and crushed ledge products.

We were notified after April 8, 2014, that Microsoft will no longer provide security updates or technical support for Windows XP. This was the system that the Town has been using for several years. We found we had money left in the budget to started upgrading the Town's computers just before the end of 2013.

Respectfully Submitted

Robert Allen

Thomas Fuschetto

Edward Thomas



## **EXECUTIVE ADMINISTRATORS REPORT**

I would first like to thank and acknowledge all those who helped put this Town Report together, in particular all our Marlow photographers including Art Anderson, Mary Blank, Donna Chase, Ed Thomas, Thom Chase, Mary Avery and Clay Bradley. Thanks to Ed Thomas for his 'Ice Box of Cheshire County' picture on the cover. Thanks to the Marlow Historical Society for the photos from their museum. Thanks to Donna Chase for all her help formatting text boxes and photos and to Gen Ells for proof reading. As always, thanks are extended to all the department heads who submitted their reports in a timely manner.

There has been some discussion as to whether we should continue to mail reports to all Marlow residents or just have them available at the Town Office in order to save postage. We would welcome your feedback on this. Please feel free to email or call the Town Office.

Along with your Town Report you will find inventory forms for completion and your new Transfer Station permits for 2014/15. We have issued either one or two to each property depending on what you were issued in the past. If you are issued one and need another one just let us know. Landlords please make sure your tenants get a permit and return it to you at the end of their lease.

The Town's equalization ratio based on 2012 property sales was set in 2013 by the Department of Revenue Administration (DRA) at 108.8. This is the rate that the DRA uses to adjust the Town's assessed value to reflect proportionality to other Towns within the State. This ratio is used to calculate the Town's share of education and county tax.

The Town was fortunate to receive \$22,925.77 reimbursement from the Federal Emergency Management Administration for damage from 2 summer storms and a further \$2,996.15 for an earlier winter storm. We also finally received a grant of \$8,956 towards the cost of pre-closure investigation work of the Town's old landfill on Old Forest Road. We applied for this grant several years ago but government cuts left the program unfunded until 2013 when the money was released. The five year update of the Town's Hazard Mitigation Plan was finally approved by FEMA in 2013. This was also grant funded and we have also just been awarded \$2,500 towards the five year update of our Local Emergency Operations Plan. The Town is currently negotiating with Fast Roads who house their equipment in the Town Office, to meet them half way in the cost of installing an emergency generator in the Town Office which also serves as the Town's Emergency Operations Center in a large scale event. We also are researching grant opportunities to increase the number of operable dry hydrants in Town. The Town was not successful in its attempt to get an L-Chip grant to address accessibility and code issues at Jones Hall, but the exercise showed what we needed to do to improve our chances next round.

Please make sure you complete and return your inventory forms on time. There are penalties if they are returned late and even stiffer penalties if improvements are not reported. For property owners in Current Use please note that the 20% Recreational Adjustment can only be claimed if you allow certain recreational activities and do not post for these. To be assessed 'Forestland with Documented Stewardship' a plan no older than 5 years old must be on file. After five years we automatically remove the assessment unless we hear from you.

The Town website [www.marlownh.gov](http://www.marlownh.gov) was created one year ago. We are always looking for ways to improve it. Please explore and let us know what improvements we can make and consider signing up for E-Alerts. During an emergency the banner on the home page will be one of our main means of communication.

The NH Department of Safety, Division of Emergency Services and Communication announced the Emergency Notification System in March last year. The system allows the State to reach out for the Town and warn residents of an emergency through a reverse 911 call i.e. a dam about to burst, serious traffic accident causing traffic to be diverted for hours, school emergency, escaped prisoners etc. Marlow has joined the system which is provided at no cost to the Town. In an event every wired telephone will be called. At present to have your cell phone called you must opt in at <http://www.nhe911.org/selfregistration>.

I would like to thank my assistants Lou Paturzo and Judy Reddington for their continued support.

I would also like to thank the Town for their continued support. If you have any questions please do not hesitate to call or drop by the Town Office.

Jacqui Fay

Executive Administrator

[marlowtownoffice@myfairpoint.net](mailto:marlowtownoffice@myfairpoint.net)

446-2245

# 2014 TOWN WARRANT

## THE STATE OF NEW HAMPSHIRE

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THE POLLS WILL BE OPEN FROM 2:00PM TO 7:00PM

To the inhabitants of the Town of Marlow in the County of Cheshire, in said State, qualified to vote in Town affairs:

You are hereby notified to meet at John D Perkins School in said Marlow on Tuesday, the 11th day of March 2014 at 2:00pm to act upon the following subjects:

Article 1 – To choose all necessary Town Officers and School Officials for the year ensuing.

Article 2 – Are you in favor of enlarging the Village District Zone of Marlow by extending it beyond its current limitations so that it will include the area bounded by the Symondsville Road on the north, the Washington Pond Road on the east, encompassing all of the Telephone Road on the south, and both sides of Route 10 back to the village.  
(The intent of this article is to provide a larger area for desirable growth and development, both residential and commercial, in the most accessible sections of town. Village district designation allows for a more concentrated siting of businesses and homes in close proximity. Generally, subdivision of property down to one acre lots is permitted in the Village District.)  
The Planning Board recommends approval of this article.

After the votes are counted and the results are announced, the meeting will recess until Saturday, March 15, 2014 when it will reconvene at 10:00am in John D. Perkins School to act upon the following subjects:

Article 3 – To see if the Town will vote to raise and appropriate such sums of money as may be necessary to defray Town operating expenses for the year ensuing as set forth in the following budget:

### PURPOSE OF APPROPRIATION

#### GENERAL GOVERNMENT

Executive	\$75,800
Elections, Registration & Vital Statistics	\$27,345
Financial Administration	\$37,400
Revaluation of Property	\$8,000
Legal Expense	\$5,000
Personnel Administration	\$88,300

Planning and Zoning	\$400
General Government Building	\$30,300
Cemeteries	\$4,132
Insurance	\$15,000
<b>PUBLIC SAFETY</b>	
Police Department	\$27,150
Ambulance Department	\$9,000
Fire Department	\$22,510
Emergency Department	\$600
Mutual Aid	\$9,697
Building Inspection	\$500
Joint Loss Management Committee	\$250
<b>HIGHWAYS, STREETS AND BRIDGES</b>	
General Highway Department Expenses	\$199,900
Street Lighting	\$6,250
<b>SANITATION</b>	
Solid Waste Disposal	\$35,675
<b>HEALTH DEPARTMENT</b>	
Health Department	\$1,000
<b>WELFARE</b>	
General Assistance	\$8,000
<b>CULTURAL &amp; RECREATION</b>	
Parks & Recreation	\$500
Library	\$21,236
Patriotic Purposes	\$500
Conservation Commission	\$125
Agricultural Commission	\$100
<b>TOTAL APPROPRIATIONS</b>	<b>\$634,670</b>

Article 4 – To see if the Town will authorize the Tax Collector to give a two percent (2%) cash discount on all property taxes that are paid IN FULL within ten (10) business days after issue.

Article 5 – To see if the Town will vote to authorize the Selectmen to accept on behalf of the Town, gifts, legacies and devises made to the Town in trust for any public purpose, as permitted by RSA 31:19.

Article 6 – To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the Government Building Capital Reserve Fund previously established. The Selectmen recommend this article.

Article 7 - To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to the Heavy Highway Equipment Capital Reserve Fund previously established, with said funds to come from the Unassigned Fund Balance. The Selectmen recommend this article.

Article 8 - To see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to be added to the Road Improvement Expendable Trust Fund previously created. The Selectmen recommend this appropriation.

Article 9 - To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000) to be added to the Fire Truck Capital Reserve Fund previously established. The Selectmen recommend this appropriation.

Article 10 - To see if the Town will vote to raise and appropriate Five Thousand Dollars (\$5,000) to be added to the Police Cruiser Capital Reserve Fund previously established. The Selectmen recommend this appropriation.

Article 11 - To see if the Town will vote to raise and appropriate One Thousand Five Hundred Dollars (\$1,500) to be added to the Ambulance and Paramedic Expendable Trust Fund previously created. The Selectmen recommend this appropriation.

Article 12 - To see if the Town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be placed in the Transfer Station Expendable Trust Fund, with said funds to come from the Unassigned Fund Balance. The Selectmen recommend this article.

Article 13 - To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) for the payment of the Town's cyclical revaluation. The Selectmen recommend this appropriation.

Article 14 - To see if the Town will vote to raise and appropriate the sum of One Thousand Five Hundred Dollars (\$1500) to be donated to the Lake Host Program that monitors Sand Pond. The Selectmen recommend this appropriation.

Article 15 - To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) for payment to ECS Marin to conduct during 2014, groundwater monitoring, data submittal, annual report and technical support for the Town's former landfill. The Selectmen recommend this appropriation.

Article 16 – To see if the Town will raise and appropriate the sum of One Thousand Dollars (\$1,000) to the Community Kitchen, Inc. in Keene, NH for reimbursement of services provided to Marlow residents for the 2013 year. The Selectmen recommend this appropriation.

Article 17 - To see if the Town will vote to create an expendable trust fund under RSA 31:19-A to be known as the Fire Uniform and Protective Equipment Expendable Trust Fund for the purpose of paying for uniforms and protective equipment for Fire personnel and to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) towards this purpose and further to name the Board of Selectmen and Fire Chief as agents to expend from this fund. The Selectmen recommend this appropriation.

Article 18 - To see if the Town will vote to create an expendable trust fund under RSA 31:19-A to be known as the Fire Equipment Replacement Expendable Trust Fund for the purpose of paying for equipment as it needs replacing and to raise and appropriate the sum of One Thousand Dollars

(\$1,000) towards this purpose and further to name the Board of Selectmen and Fire Chief as agents to expend from this fund. The Selectmen recommend this appropriation.

Article 19 – To act upon any other business that may legally come before the meeting.

Given under our hands and seal, this 24th day of February in the year of our Lord, Two Thousand and Fourteen.

Robert Allen  
Thomas Fuschetto  
Edward Thomas  
SELECTMEN

A true copy of Warrant-Attest.

Robert Allen  
Thomas Fuschetto  
Edward Thomas  
SELECTMEN



## TOWN OFFICERS 2013

<b><u>ELECTED POSITIONS</u></b>		<b><u>Term Expires</u></b>
<b>Selectmen</b>	Robert E. Allen (Chair.)	2016
	Edward Thomas	2015
	Thomas Fuschetto	2014
<b>Moderator</b>	Joseph N. Feuer	2014
<b>Tax Collector</b>	Louis N. Paturzo	2016
<b>Town Clerk</b>	Mary Avery	2016
<b>Treasurer</b>	Heidi Chevalier	2016
<b>Supervisors of Checklist</b>	Janice Feuer	2018
	Jeanne Kennedy	2016
	Nancy Vesco (Chair)	2014
<b>Overseer of Welfare</b>	Joseph N. Feuer	2014
<b>Sexton</b>	Anthony Davis	2014
<b>Trustees of Trust Funds</b>	Bretton Walsh	2016
	Mary Blank (Chair.)	2015
	Linda Russell	2014
<b>Advisory Budget Committee</b>	Robert E. Allen (Sel. Rep.)	2016
	Louis N. Paturzo	2016
	Jennifer Little	2015
	Anthony Davis	2014
	John Salo (Chair.)	2014
<b>Trustees of Library</b>	Maria Baril	2016
	Beth Provencher (Chair.)	2016
	Jeanne Kennedy	2015
	Jane Vincello	2014
	Bretton Walsh	2014
<b>Road Committee</b>	Garry L. Kenyon	2016
	James C. Strickland	2015
	Lyle A. Handy, Sr.	2014

**ELECTED POSITIONS****Term Expires**

<b>Trustees of Cemetery</b>	Jan Lane	2016
	Roxanne MacConnell	2015
	Geraldine Plotts	2015
	Mary Blank (Chair.)	2014
	Linda Russell	2014

**APPOINTED POSITIONS****Term Expires**

<b>Planning Board</b>	Robert E. Allen (Sel. Rep.)	2016
	Joseph N. Feuer (Chair.)	2016
	Thomas Willey	2016
	Lyle A. Handy, Sr.	2015
	Bonnie Hazelton	2014
	James C. Strickland	2014
	Open for Appointment	2014
<b>Building Inspector</b>	Mark Vincello	2014
<b>Zoning Board of Adjustment</b>	Charles Strickland (Chair.)	2016
	William Sparks	2015
	Edward White, Jr.	2015
	Jane Ferguson	2014
	Thomas Fuschetto (Sel. Rep.)	2014
<b>Deputy Tax Collector</b>	Janet Robar	2014
<b>Deputy Town Clerk</b>	Beth LaFreniere	2014
<b>Deputy Treasurer</b>	Jennifer Little	2014
<b>Emergency Management</b>	David C. Smith	Indefinite
<b>Road Agent</b>	Anthony Davis	2014
<b>Fire Chief</b>	Thomas Foote	2014
<b>Forest Fire Warden</b>	Thomas Foote	App. by State
<b>Police Chief</b>	Kenneth E. Avery	2014

**APPOINTED POSITIONS****Term Expires**

<b>Animal Control Officer</b>	Marlow Police Dept.	
<b>Health Officer</b>	Jane Vincello	App. by State
<b>Ballot Inspectors</b>	Rose Elliott - Republican Robert Rhoades - Democrat	
<b>Ashuelot River Committee</b>	Linda Fuerderer	
<b>Agricultural Commission</b>	Open for Appointment	2016
	John Salo	2016
	Beth Willey	2016
	Joel Kinson	2015
	Elizabeth Davis	2014
	Open for Appointment	2014
	Thomas Fuschetto (Sel. Rep.)	2014
<b>Conservation Commission</b>	John Asseng	2014
	Jennifer Brown	2014
	Open for Appointment	2014
	Edward Thomas (Sel. Rep.)	2014
<b>Joint Loss Management Committee</b>		
	Jennifer Brown	2014
	Anthony Davis	2014
	Joseph N Feuer	2014
	Thomas Fuschetto (Sel. Rep.)	2014
	Louis N. Paturzo	2014
<b>Parks &amp; Recreation Committee</b>		
	Open for Appointment	2016
	Sharon Davis	2016
	Marcia Levesque	2016
	Maria Baril	2015
	Open for Appointment	2015
	Open for Appointment	2015
	Joshua Conley	2014



Photo by Mary Avery

# **ABSTRACT OF MARLOW TOWN MEETING**

## **MARCH 16, 2013**

The Town Meeting was called to order by the moderator, Joseph N. Feuer at 10:10 AM at the John D. Perkins School with 25 people in attendance. The flag was saluted. A moment of silence was held in remembrance of the townspeople who passed away in 2012.

The reading of the warrant began. The results of the election held on Tuesday, March 12, 2013, were read by the moderator.

Article 1 – To choose all necessary Town Officers and School Officials for the year ensuing.

Selectmen - 3 years	Robert Allen
Tax Collector - 3 years	Louis Paturzo
Town Clerk - 3 years	Mary Avery
Treasurer - 3 years	Heidi Chevalier
Supervisor of Checklist - 5 years	Janice Feuer
Overseer of Welfare - 1 year	Joseph N. Feuer
Sexton - 1 year	Anthony Davis
Trustees of Trust Funds - 3 years	Bretton Walsh
Advisory Budget Committee - 3 years	Louis Paturzo
Library Trustee (2) - 3 years	Beth Provencher
	Maria Baril
Road Committee - 3 years	Garry Kenyon
Cemetery Trustees - 3 years	Jan Lane
Cemetery Trustees - 1 year	Mary Blank

Article 2 – A motion was made and seconded to see if the Town will vote to raise and appropriate such sums of money as may be necessary to defray Town operating expenses for the year ensuing as set forth in the following budget:

### **PURPOSE OF APPROPRIATION**

#### **GENERAL GOVERNMENT**

Executive	\$65,900
Elections, Registration & Vital Statistics	\$25,395
Financial Administration	\$38,289
Revaluation of Property	\$8,000
Legal Expense	\$5,000
Personnel Administration	\$87,600
Planning and Zoning	\$400
General Government Building	\$28,100
Cemeteries	\$3,974
Insurance	\$14,000

#### **PUBLIC SAFETY**

Police Department	\$27,150
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Ambulance Department	\$10,965
Fire Department	\$22,630
Emergency Department	\$600
Mutual Aid	\$8,241
Building Inspection	\$500
Joint Loss Management Committee	\$250
HIGHWAYS, STREETS AND BRIDGES	
General Highway Department Expenses	\$189,800
Street Lighting	\$5,750
SANITATION	
Solid Waste Disposal	\$35,775
HEALTH DEPARTMENT	
Health Department	\$1,000
WELFARE	
General Assistance	\$8,500
CULTURAL & RECREATION	
Parks & Recreation	\$500
Library	\$19,474
Patriotic Purposes	\$280
Conservation Commission	\$150
Agricultural Commission	\$250
DEBT SERVICE	
Principle of Long-Term Bonds & Notes	\$24,025
Interest Expense-Long-Term Bonds & Notes	\$1,442
<b>TOTAL APPROPRIATIONS</b>	<b>\$633,940</b>

The floor was opened for discussion. Selectmen Robert Allen gave a line by line explanation for the proposed appropriations. Article 2 **passed** by voice vote.

Article 3 –A motion was made and seconded to see if the Town will authorize the Tax Collector to give a two percent (2%) cash discount on all property taxes that are paid IN FULL within ten (10) business days after issue. Article 3 **passed** by voice vote.

Article 4 – A motion was made and seconded to see if the Town will vote to authorize the Selectmen to accept on behalf of the Town, gifts, legacies and devises made to the Town in trust for any public purpose, as permitted by RSA 31:19. Article 4 **passed** by voice vote.

Article 5 - A motion was made and seconded to see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the Government Building Capital Reserve Fund previously established, with said funds to come from the Unassigned Fund Balance. The Selectmen recommend this article. The floor was opened for discussion. Selectmen Robert Allen stated that the roof on the south side of Jones Hall needs replacing and the heating system is in need of upgrading. Article 5 **passed** by voice vote.

Article 6 – A motion was made and seconded to see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to the Heavy Highway Equipment Capital

Reserve Fund previously established, with said funds to come from the Unassigned Fund Balance. The Selectmen recommend this appropriation. Article 6 **passed** by voice vote.

Article 7 – A motion was made and seconded to see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to be added to the Road Improvement Expendable Trust Fund previously created, with said funds to come from the Unassigned Fund Balance. The Selectmen recommend this article. Article 7 **passed** by voice vote.

Article 8 - A motion was made and seconded to see if the Town will vote to raise and appropriate the sum of Twenty Five Thousand Dollars (\$25,000) to be added to the Fire Truck Capital Reserve Fund previously established. The Selectmen recommend this appropriation. Article 8 **passed** by voice vote.

Article 9 - A motion was made and seconded to see if the Town will vote to raise and appropriate Five Thousand Dollars (\$5,000) to be added to the Police Cruiser Capital Reserve Fund previously established. The Selectmen recommend this appropriation. Article 9 **passed** by voice vote.

Article 10 - A motion was made and seconded to see if the Town will vote to raise and appropriate One Thousand Five Hundred Dollars (\$1,500) to be added to the Ambulance and Paramedic Expendable Trust Fund previously created. The Selectmen recommend this appropriation. Article 10 **passed** by voice vote.

Article 11- A motion was made and seconded to see if the Town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be added to the Transfer Station Expendable Trust Fund previously created, with said funds to come from the Unassigned Fund Balance. The Selectmen recommend this appropriation. Article 11 **passed** by voice vote.

Article 12 – A motion was made and seconded to see if the Town will vote to raise and appropriate the sum Ten Thousand Dollars (\$10,000) for the payment of the Town’s cyclical revaluation. The Selectmen recommend this appropriation. Article 12 **passed** by voice vote.

Article 13 - A motion was made and seconded to see if the Town will vote to raise and appropriate the sum of One Thousand Dollars (\$1,000) to be donated to the Lake Host Program that monitors Sand Pond. The Selectmen recommend this appropriation. Article 13 **passed** by voice vote.

Article 14 - A motion was made and seconded to see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) for payment to ECS Marin to conduct during 2013, groundwater monitoring, data submittal, annual report and technical support for the Town’s former landfill. The Selectmen recommend this appropriation. Article 14 **passed** by voice vote.

Article 15 – A motion was made and seconded to see if the Town will raise and appropriate the sum of One Thousand Dollars (\$1,000) to the Community Kitchen, Inc. in Keene, NH for reimbursement of services provided to Marlow residents for the 2012 year. The Selectmen recommend this article. The floor was opened for discussion. A motion was made, seconded, and passed by voice vote to increase the amount to One Thousand Five Hundred Dollars (\$1,500). The moderator read amended Article 15: To see if the Town will raise and appropriate the sum of One Thousand Five Hundred

Dollars (\$1,500) to the Community Kitchen, Inc. in Keene, NH for reimbursement of services provided to Marlow residents for the 2012 year. **Amended Article 15 passed** by voice vote.

Article 16 - A motion was made and seconded to see if the Town will vote to adopt the provisions of RSA 72:61 thru RSA 72:64 inclusively, to provide for a property tax exemption from a property's assessed value, for property tax purposes, for persons owning real property which is equipped with solar energy systems intended for use at the immediate site. Such property tax exemption shall be in the amount equal to 100% of the assessed value of qualifying equipment under these statutes. Article 16 **passed** by voice vote.

Article 17 - A motion was made and seconded to see if the town will vote to adopt the provisions of RSA 72:65 thru RSA 72:68 inclusively, to provide for a property tax exemption from a property's assessed value, for property tax purposes, for persons owning real property which is equipped with wind power system intended for use at the immediate site. Such property tax exemption shall be in the amount equal to 100% of the assessed value of qualifying equipment under these statutes. Article 17 **passed** by voice vote.

Article 18 - A motion was made and seconded to see if the town will vote to adopt the provisions of RSA 72:69 thru RSA 72:72 inclusively, to provide for a property tax exemption from a property's assessed value, for property tax purposes, for persons owning real property which is equipped with wood heating energy systems intended for use at the immediate site. Such property tax exemption shall be in the amount equal to 100% of the assessed value of qualifying equipment under these statutes. Article 18 **passed** by voice vote.

Article 19 - A motion was made and seconded to see if the Town will vote to adopt the provisions of RSA 79-E3 to adopt a Community Revitalization Tax Relief Incentive Program. The floor was opened for discussion. Discussion included results from the Master Plan and tools to work with people interested in establishing a business in Marlow. Article 19 **passed** by voice vote.

Article 20 – To act upon any other business that may legally come before the meeting. A motion was made and seconded to adjourn the meeting at 12:25PM.

Respectfully submitted,

Mary Avery  
Marlow Town Clerk



Marlow Historical Society Museum

**BUDGET OF THE TOWN OF MARLOW**  
**JANUARY 1, 2013 TO DECEMBER 31, 2013 AND 2014 RECOMMENDED**

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Recommended Appropriations</u>
<b>GENERAL GOVERNMENT</b>			
EXECUTIVE	\$65,900.00	\$64,177.00	\$75,800.00
ELEC.REGIST & VITAL STATS	\$25,395.00	\$20,220.00	\$27,345.00
FINANCIAL ADMINISTRATION	\$38,289.00	\$34,954.00	\$37,400.00
REVALUATION OF PROPERTY	\$8,000.00	\$4,592.00	\$8,000.00
LEGAL	\$5,000.00	\$3,073.00	\$5,000.00
PERSONNEL ADMINISTRATION	\$87,600.00	\$64,429.00	\$88,300.00
PLANNING & ZONING	\$400.00	\$47.00	\$400.00
GOVERNMENT BUILDING	\$28,100.00	\$62,025.00	\$30,300.00
CEMETERIES	\$3,974.00	\$3,839.00	\$4,132.00
INSURANCE	\$14,000.00	\$9,931.00	\$15,000.00
<b>PUBLIC SAFETY</b>			
POLICE DEPARTMENT	\$27,150.00	\$16,532.00	\$27,150.00
FIRE DEPARTMENT	\$22,630.00	\$18,388.00	\$22,510.00
AMBULANCE*	\$10,965.00	\$0.00	\$9,000.00
BUILDING INSPECTION	\$500.00	\$50.00	\$500.00
EMERGENCY MANAGEMENT	\$600.00	\$181.00	\$600.00
MUTUAL AID	\$8,241.00	\$8241.00	\$9,697.00
JOINT LOSS MANAGEMENT	\$250.00	\$69.00	\$250.00
<b>HIGHWAYS &amp; STREETS</b>			
GENERAL HIGHWAY	\$189,800.00	\$171,549.00	\$199,900.00
STREET LIGHTS	\$5750.00	\$5,771.00	\$6,250.00
<b>SANITATION</b>			
SOLID WASTE DISPOSAL	\$35,775.00	\$31,301.00	\$35,675.00
<b>HEALTH</b>			
HEALTH	\$1,000.00	\$747.00	\$1,000.00
<b>WELFARE</b>			
WELFARE	\$8,500.00	\$2,400.00	\$8,000.00
<b>CULTURE &amp; RECREATION</b>			
PARKS & RECREATION	\$500.00	\$127.00	\$500.00
LIBRARY	\$19,474.00	\$18,900.00	\$21,236.00
PATRIOTIC	\$280.00	\$249.00	\$500.00
<b>CONSERVATION</b>			
CONSERVATION	\$150.00	\$100.00	\$125.00
AGRICULTURAL COMMISSION	\$250.00	\$0.00	\$100.00
<b>DEBT SERVICE</b>			
PRINCIPAL -L/T NOTES	\$24,025.00	\$24,025.00	\$0.00
INTEREST - L/T NOTES	\$1,442.00	\$1,442.00	\$0.00

**CAPITAL OUTLAY**

TRANSFERS TO CAPITAL RESERVE FUNDS (WA'13#5,6,8,9)	\$45,000.00	\$45,000.00
TRANSFERS TO EXPENDABLE TRUST FUNDS(WA'13#7,10,11)	\$24,000.00	\$24,000.00
WA'13#10 CYCLICAL REVALUATION	\$10,000.00	\$10,000.00
WA'13#13 LAKE HOST PROGRAM	\$1,000.00	\$1,000.00
WA'13#12 LANDFILL	\$10,000.00	\$4,327.00
WA'13#15 COMMUNITY KITCHEN)	\$1,500.00	\$1,500.00

TRANSFERS TO CAPITAL RESERVE FUNDS (WA'14#6,7,9,10)**	\$50,000.00
TRANSFERS TO EXPENDABLE TRUST FUNDS(WA'14#8,11,12,17,18)***	\$35,000.00
WA'14#13 CYCLICAL REVALUATION	\$10,000.00
WA'14#15 LANDFILL	\$10,000.00
WA'14#14 LAKE HOST PROGRAM	\$1,500.00
WA'14#16 COMMUNITY KITCHEN	\$1,000.00

\* \$9,000 TO BE OFFSET AGAINST BUDGET FROM AMBULANCE REVOLVING FUND

\*\* \$10,000 TO BE OFFSET AGAINST BUDGET FROM UNRESERVED FUND BALANCE

\*\*\*\$2,500 TO BE OFFSET AGAINST BUDGET FROM UNRESERVED FUND BALANCE

<b>TOTAL APPROPRIATIONS</b>	<b>\$725,440.00</b>	<b>\$653,186.00</b>	<b>\$742,170.00</b>
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Santa with the Wiley twins – Photo by Clay Bradley

**2013 COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES  
AS OF DECEMBER 31, 2013**

	<u>2013</u> <u>Appropriations</u>	<u>2013</u> <u>Expenditures</u>	<u>(-)Over/Under</u>
<b>GENERAL GOVERNMENT</b>			
EXECUTIVE	\$65,900.00	\$64,177.00	\$1,723.00
ELEC.REGIST & VITAL STATS	\$25,395.00	\$20,220.00	\$5,175.00
FINANCIAL ADMINISTRATION	\$38,289.00	\$34,954.00	\$3,335.00
REVALUATION OF PROPERTY	\$8,000.00	\$4,592.00	\$3,408.00
LEGAL	\$5,000.00	\$3,073.00	\$1,927.00
PERSONNEL ADMINISTRATION	\$87,600.00	\$64,429.00	\$23,171.00
PLANNING & ZONING	\$400.00	\$47.00	\$353.00
GOVERNMENT BUILDING	\$28,100.00	\$62,025.00	-\$33,925.00
CEMETERIES	\$3,974.00	\$3,839.00	\$135.00
INSURANCE	\$14,000.00	\$9,931.00	\$4,069.00
<b>PUBLIC SAFETY</b>			
POLICE DEPARTMENT	\$27,150.00	\$16,532.00	\$10,618.00
FIRE DEPARTMENT	\$22,630.00	\$18,388.00	\$4,242.00
AMBULANCE	\$10,965.00	\$0.00	\$10,965.00*
BUILDING INSPECTION	\$500.00	\$50.00	\$450.00
EMERGENCY MANAGEMENT	\$600.00	\$181.00	\$419.00
MUTUAL AID	\$8,241.00	\$8,241.00	\$0.00
JOINT LOSS MANAGEMENT COMMITTEE	\$250.00	\$69.00	\$181.00
<b>HIGHWAYS &amp; STREETS</b>			
GENERAL HIGHWAY	\$189,800.00	\$171,549.00	\$18,251.00
STREET LIGHTS	\$5,750.00	\$5,771.00	\$-21.00
<b>SANITATION</b>			
SOLID WASTE DISPOSAL	\$35,775.00	\$31,301.00	\$4,474.00
<b>HEALTH</b>			
HEALTH	\$1,000.00	\$747.00	\$253.00
<b>WELFARE</b>			
WELFARE	\$8,500.00	\$2,400.00	\$6,100.00
<b>CULTURE &amp; RECREATION</b>			
PARKS & RECREATION	\$500.00	\$127.00	\$373.00
LIBRARY	\$19,474.00	\$18,900.00	\$574.00
PATRIOTIC	\$280.00	\$249.00	\$31.00

**CONSERVATION**

CONSERVATION	\$150.00	\$100.00	\$50.00
AGRICULTURAL COMMISSION	\$250.00	\$0.00	\$250.00

**DEBT SERVICE**

PRINCIPAL -L/T NOTES	\$24,025.00	\$24,025.00	\$0.00
INTEREST - L/T NOTES	\$1,442.00	\$1,442.00	\$0.00

**CAPITAL OUTLAY**

TRANSFERS TO CAPITAL RESERVE FUNDS (WA'13#5,6,8,9)	\$45,000.00	\$45,000.00	\$0.00
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TRANSFERS TO EXPENDABLE TRUST FUNDS(WA'13#7,10,11)	\$24,000.00	\$24,000.00	\$0.00
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WA'13#12 CYCLICAL REVALUATION	\$10,000.00	\$10,000.00	\$0.00
WA'13#13 LAKE HOST PROGRAM	\$1,000.00	\$1,000.00	\$0.00
WA'13#14 LANDFILL	\$10,000.00	\$4,327.10	\$5673.00
WA'13#15 COMMUNITY KITCHEN	\$1,500.00	\$1,500.00	\$0.00

<b>TOTAL</b>	<b>\$725,440.00</b>	<b>\$653,186.00</b>	<b>\$72,254.00</b>
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\* \$10,965 OFFSET AGAINST BUDGET FROM AMBULANCE REVOLVING FUND



Marlow Historical Society Museum

# SOURCES OF REVENUE

	<u>Estimated</u> <b>2013</b>	<u>Actual</u> <b>2013</b>	<u>Estimated</u> <b>2014</b>
<b>TAXES</b>			
Land Use Change Taxes - General Fund	\$5,000	\$0	\$0
Timber Taxes	\$3,058	\$9,566	\$7,500
Payment in Lieu of Taxes	\$1,165	\$1,208	\$1,200
Interest & Penalties on Delinquent Taxes	\$15,000	\$10,788	\$10,000
Excavation Tax (\$.02 cents per cu yd.)	184	\$723	\$500
<b>LICENSES, PERMITS &amp; FEES</b>			
Motor Vehicle Permit Fees	\$106,065	\$111,180	\$111,180
Building Permits	\$380	\$560	\$500
Other Licenses, Permits & Fees	\$3,726	\$3,153	\$3,153
<b>FROM FEDERAL GOVERNMENT</b>	\$0	\$25,922	\$0
<b>FROM STATE</b>			
Shared Revenues	\$0	\$0	\$0
Meals & Rooms Tax Distribution	\$32,000	\$33,302	\$33,000
Highway Block Grant	\$51,000	\$52,240	\$52,000
State & Federal Forest Land Reimbursement	\$700	\$552	\$500
Other (Including Railroad Tax)	\$0	\$8956	\$0
<b>CHARGES FOR SERVICES</b>			
Income from Departments	\$9,291	\$7,855	\$7,855
Other Charges	\$0	\$0	\$0
<b>MISCELLANEOUS REVENUES</b>			
Sale of Municipal Property	\$2	\$0	\$0
Interest on Investments	\$2,389	\$1,377	\$1,377
Other	\$15,000	\$14,310	\$15,000
From Ambulance Revolving Fund	\$10,965	\$10,965	\$9,000
From Capital Reserve Funds	\$0	\$0	\$0
From Trust Funds	\$0	\$0	\$0
<b>OTHER FINANCING SOURCES</b>			
Amount VOTED From F/B ("Surplus")	\$37,500	\$37,500	\$12,500
Fund Balance ("Surplus") to Reduce Taxes	\$0	\$80,296	\$17,230
<b>TOTAL ESTIMATED REVENUE &amp; CREDITS</b>	<b>\$293,425</b>	<b>\$410,453</b>	<b>\$282,495</b>



Marlow Historical Society Museum

# AUDITORS REPORT



Stephen D. Plodzik, PA

Edward T. Perry, CPA

James A. Sojka, CPA

Sheryl A. Pratt, CPA

February 14, 2014

Melodie A. Frazer, CPA

Michael J. Campo, CPA

Kathryn C. Sanders, CPA

Donna M. LaClair, CPA\*

Ashley J. Miller, CPA

Tyler A. Paine, CPA

Kyle G. Gingras, CPA

Members of the Board of Selectmen

Town of Marlow

167 NH Route 123

Marlow, NH 03456

To the Members of the Board of Selectmen:

This is to advise you that as of February 14, 2014 the audit of the financial statements for the year ending December 31, 2013 has been substantially completed and we are in the process of finalizing the audit. A completed audit report should be sent to you by the end of April 2014.

\* Also licensed in Massachusetts

Sincerely,

Sheryl A. Pratt, CPA  
Director

**PLODZIK & SANDERSON**  
*Professional Association / Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

**TOWN OF MARLOW, NEW HAMPSHIRE**

**Governmental Funds**

**Balance Sheet**

**December 31, 2013**

	General	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>			
Cash and cash equivalents	\$ 606,235	\$ 65,764	\$ 671,999
Investments	-	97,198	97,198
Receivables, net of allowances for uncollectible:			
Taxes	107,263	-	107,263
Accounts	5,069	17,124	22,193
Intergovernmental	33,302	-	33,302
Interfund receivable	26,035	-	26,035
Prepaid items	20,801	-	20,801
Tax dedeed property, subject to resale	10,381	-	10,381
Restricted assets - Cash and cash equivalents	516,213	-	516,213
Total assets	<u>\$ 1,325,299</u>	<u>\$ 180,086</u>	<u>\$ 1,505,385</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 25,404	\$ -	\$ 25,404
Due to other governments	323,231	-	323,231
Interfund payable	-	26,035	26,035
Total liabilities	<u>348,635</u>	<u>26,035</u>	<u>374,670</u>
<b>FUND BALANCES</b>			
Nonspendable	31,182	103,870	135,052
Restricted	7,140	30,405	37,545
Committed	508,942	19,776	528,718
Assigned	5,000	-	5,000
Unassigned	424,400	-	424,400
Total fund balances	<u>976,664</u>	<u>154,051</u>	<u>1,130,715</u>
Total liabilities and fund balances	<u>\$ 1,325,299</u>	<u>\$ 180,086</u>	<u>\$ 1,505,385</u>

**EXHIBIT C-3**  
**TOWN OF MARLOW, NEW HAMPSHIRE**  
**Governmental Funds**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**For the Fiscal Year Ended December 31, 2013**

	General	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>			
Taxes	\$ 404,194	\$ -	\$ 404,194
Licenses and permits	114,888	-	114,888
Intergovernmental	120,972	-	120,972
Charges for services	4,246	36,158	40,404
Investment earnings	2,796	4,412	7,208
Miscellaneous	39,151	-	39,151
Total revenues	<u>686,247</u>	<u>40,570</u>	<u>726,817</u>
<b>EXPENDITURES</b>			
Current:			
General government	267,309	5,841	273,150
Public safety	58,105	26,035	84,140
Highways and streets	208,799	-	208,799
Sanitation	30,231	-	30,231
Health	747	-	747
Welfare	2,400	-	2,400
Culture and recreation	20,366	-	20,366
Conservation	100	-	100
Debt service:			
Principal	24,025	-	24,025
Interest	1,442	-	1,442
Capital outlay	17,640	-	17,640
Total expenditures	<u>631,164</u>	<u>31,876</u>	<u>663,040</u>
Net change in fund balances	55,083	8,694	63,777
Fund balances, beginning	<u>921,581</u>	<u>145,357</u>	<u>1,066,938</u>
Fund balances, ending	<u>\$ 976,664</u>	<u>\$ 154,051</u>	<u>\$ 1,130,715</u>

*TOWN OF MARLOW, NEW HAMPSHIRE*  
*Major General Fund*  
*Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)*  
*For the Fiscal Year Ended December 31, 2013*

	Estimated	Actual	Variance Positive (Negative)
Taxes:			
Property	\$ 325,106	\$ 380,717	\$ 55,611
Yield	6,951	10,289	3,338
Payment in lieu of taxes	1,208	1,208	-
Interest and penalties on taxes	11,423	11,980	557
Total from taxes	<u>344,688</u>	<u>404,194</u>	<u>59,506</u>
Licenses, permits, and fees:			
Business licenses, permits, and fees	3,726	2,349	(1,377)
Motor vehicle permit fees	106,065	111,369	5,304
Building permits	560	560	-
Other	-	610	610
Total from licenses, permits, and fees	<u>110,351</u>	<u>114,888</u>	<u>4,537</u>
Intergovernmental:			
State:			
Meals and rooms distribution	33,292	33,302	10
Highway block grant	52,339	52,240	(99)
State and federal forest land reimbursement	502	552	50
Other	8,956	8,956	-
Federal:			
Other	22,722	25,922	3,200
Total from intergovernmental	<u>117,811</u>	<u>120,972</u>	<u>3,161</u>
Charges for services:			
Income from departments	<u>7,956</u>	<u>4,246</u>	<u>(3,710)</u>
Miscellaneous:			
Interest on investments	1,349	1,377	28
Rent of property	-	14,310	14,310
Contributions and donations	-	500	500
Other	14,820	21,061	6,241
Total from miscellaneous	<u>16,169</u>	<u>37,248</u>	<u>21,079</u>
Total revenues and other financing sources	596,975	<u>\$ 681,548</u>	<u>\$ 84,573</u>
Unassigned fund balance used to reduce tax rate	117,500		
Total revenues, other financing sources, and use of fund balance	<u>\$ 714,475</u>		

**Major General Fund**  
**Schedule of Appropriations, Expenditures, and Encumbrances (Non-GAAP Budgetary Basis)**  
**For the Fiscal Year Ended December 31, 2013**

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
Current:					
General government:					
Executive	\$ -	\$ 65,900	\$ 65,337	\$ -	\$ 563
Election and registration	-	25,395	19,853	-	5,542
Financial administration	-	38,289	34,227	-	4,062
Revaluation of property	-	8,000	4,592	-	3,408
Legal	-	5,000	2,926	-	2,074
Personnel administration	-	87,600	73,996	-	13,604
Planning and zoning	-	400	47	-	353
General government buildings	1,750	28,100	62,570	-	(32,720)
Cemeteries	-	3,974	3,761	-	213
Insurance, not otherwise allocated	-	14,000	12,136	-	1,864
Total general government	1,750	276,658	279,445	-	(1,037)
Public safety:					
Police	-	35,391	26,200	-	9,191
Fire	-	22,630	17,536	-	5,094
Building inspection	-	500	50	-	450
Emergency management	-	600	181	-	419
Total public safety	-	59,121	43,967	-	15,154
Highways and streets:					
Highways and streets	-	190,050	168,088	-	21,962
Street lighting	-	5,750	5,324	-	426
Total highways and streets	-	195,800	173,412	-	22,388
Sanitation:					
Solid waste disposal	-	35,775	30,231	-	5,544
Health:					
Administration	-	1,000	747	-	253
Welfare:					
Direct assistance	-	8,500	2,400	-	6,100
Culture and recreation:					
Parks and recreation	-	500	127	-	373
Library	-	11,824	11,274	-	550
Patriotic purposes	-	280	249	-	31
Total culture and recreation	-	12,604	11,650	-	954
Conservation	-	400	100	-	300
Debt service:					
Principal of long-term debt	-	24,025	24,025	-	-
Interest on long-term debt	-	1,442	1,442	-	-
Total debt service	-	25,467	25,467	-	-
Capital outlay	-	22,500	17,640	5,000	(140)
Other financing uses:					
Transfers out	-	76,650	76,626	-	24
Total appropriations, expenditures, other financing uses, and encumbrances	\$ 1,750	\$ 714,475	\$ 661,685	\$ 5,000	\$ 49,540

**SCHEDULE 3**  
**TOWN OF MARLOW, NEW HAMPSHIRE**  
**Major General Fund**  
*Schedule of Changes in Unassigned Fund Balance (Non-GAAP Budgetary Basis)*  
*For the Fiscal Year Ended December 31, 2013*

Unassigned fund balance, beginning		\$ 412,482
Changes:		
Unassigned fund balance used to reduce 2013 tax rate		(117,500)
2013 Budget summary:		
Revenue surplus	\$ 84,573	
Unexpended balance of appropriations	49,540	
2013 Budget surplus		134,113
Increase in nonspendable fund balance		(4,695)
Unassigned fund balance, ending		<u>\$ 424,400</u>

**SCHEDULE 4**  
**TOWN OF MARLOW, NEW HAMPSHIRE**  
**Nonmajor Governmental Funds**  
**Combining Balance Sheet**  
**December 31, 2013**

	Special Revenue Fund		
	Ambulance Revolving	Permanent Fund	Total
<b>ASSETS</b>			
Cash and cash equivalents	\$ 28,687	\$ 37,077	\$ 65,764
Investments	-	97,198	97,198
Accounts receivable, net of allowance for uncollectable	17,124	-	17,124
Total assets	<u>\$ 45,811</u>	<u>\$ 134,275</u>	<u>\$ 180,086</u>
<b>LIABILITIES AND FUND BALANCES</b>			
<b>Liabilities:</b>			
Interfund payable	\$ 26,035	\$ -	\$ 26,035
<b>Fund balances:</b>			
Nonspendable	-	103,870	103,870
Restricted	-	30,405	30,405
Committed	19,776	-	19,776
Total fund balances	<u>19,776</u>	<u>134,275</u>	<u>154,051</u>
Total liabilities and fund balances	<u>\$ 45,811</u>	<u>\$ 134,275</u>	<u>\$ 180,086</u>

**SCHEDULE 5**  
**TOWN OF MARLOW, NEW HAMPSHIRE**  
*Nonmajor Governmental Funds*  
**Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances**  
**For the Fiscal Year Ended December 31, 2013**

	Special Revenue Fund		
	Ambulance Revolving	Permanent Fund	Total
<b>Revenues:</b>			
Charges for services	\$ 36,158	\$ -	\$ 36,158
Miscellaneous	-	4,412	4,412
Total revenues	36,158	4,412	40,570
<b>Expenditures:</b>			
Current:			
General government	-	5,841	5,841
Public safety	26,035	-	26,035
Total expenditures	26,035	5,841	31,876
Net change in fund balances	10,123	(1,429)	8,694
Fund balances, beginning	9,653	135,704	145,357
Fund balances, ending	\$ 19,776	\$ 134,275	\$ 154,051



Photo by Donna Chase

# 2013 TAX RATE

## DEPARTMENT OF REVENUE ADMINISTRATION Municipal Services Division 2013 Tax Rate Calculation

*D.M. Linn*  
11/13/13

### TOWN/CITY: MARLOW

Gross Appropriations	725,440
Less: Revenues	400,334
	0
Add: Overlay (RSA 76:6)	80,296
War Service Credits	14,200

Net Town Appropriation	419,602
Special Adjustment	0

Approved Town/City Tax Effort	419,602	<b>TOWN RATE</b>
		<b>6.40</b>

### SCHOOL PORTION

Net Local School Budget:			
Gross Approp. - Revenue	1,605,992	234,411	1,371,581
Regional School Apportionment			0
Less: Education Grant			(618,350)

Education Tax (from below)	(133,493)	<b>LOCAL</b>
Approved School(s) Tax Effort	619,738	<b>SCHOOL RATE</b>
		<b>9.42</b>

### EDUCATION TAX

Equalized Valuation(no utilities) x	\$2.435	<b>STATE</b>
54,822,650	133,493	<b>SCHOOL RATE</b>
Divide by Local Assessed Valuation (no utilities)		<b>2.06</b>
64,766,532		

### COUNTY PORTION

Due to County	208,828
	0

Approved County Tax Effort	208,828	<b>COUNTY RATE</b>
		<b>3.17</b>

**TOTAL RATE**  
**21.05**

Total Property Taxes Assessed	1,381,661
Less: War Service Credits	(14,200)
Add: Village District Commitment(s)	0
<b>Total Property Tax Commitment</b>	<b>1,367,461</b>

### PROOF OF RATE

Local Assessed Valuation	Tax Rate	Assessment
Education Tax (no utilities)	2.06	133,493
All Other Taxes	18.99	1,248,168
		1,381,661

TRC#  
137

TRC#  
137

Using the 2013 Tax Rate, \$100,000 to be raised through taxation equates to \$1.5196 per \$1,000 of your property valuation.

# SUMMARY INVENTORY OF VALUATION



**New Hampshire**  
Department of  
Revenue Administration

**2013**  
**MS-1 Report**

1	VALUE OF LAND ONLY-EXCLUDE AMOUNT LISTED IN LINES 3A, 3B and 4	NUMBER OF ACRES	2013 ASSESSED VALUATION
A.	Current Use (At Current Use Values) RSA 79-A (p6)	1 2 8 0 6 . 3 4	8 3 3 2 0 0
B.	Conservation Restriction Assessment (Current Use Values) RSA 79-B (p7)		0
C.	Discretionary Easements RSA 79-C (p7)		0
D.	Discretionary Preservation Easements RSA 79-D (p8)		0
E.	Taxation of Land Under Farm Structures RSA 79-F (p8)		0
F.	Residential Land (Improved and Unimproved Land)	2 6 0 3 . 2 9	2 4 6 6 9 3 9 0
G.	Commercial/Industrial Land (DO NOT Include Utility Land)	2 0 . 3 1	4 9 3 8 6 0
H.	Total of Taxable Land (Sum of Lines 1A, 1B, 1C, 1D, 1E, 1F and 1G)	1 5 4 2 9 . 9 4	2 5 9 9 6 4 5 0
I.	Tax Exempt and Non-Taxable Land	8 5 2 . 0 5	1 6 0 4 9 2 0
2	VALUE OF BUILDINGS ONLY-EXCLUDE AMOUNT LISTED IN LINES 3A, and 3B	# of STRUCTURES	2013 ASSESSED VALUATION
A.	Residential		3 4 9 1 2 7 2 0
B.	Manufactured Housing as defined in RSA 674:31		1 1 1 2 0 1 0
C.	Commercial & Industrial (Do not include utility buildings)		3 0 2 6 4 8 2
D.	Discretionary Preservation Easements RSA 79-D (p8)	0	0
E.	Taxation of Farm Structures RSA 79-F (p8)	0	0
F.	Total of Taxable Buildings (Sum of Lines 2A, 2B, 2C, 2D, and 2E)		3 9 0 5 1 2 1 2
G.	Tax Exempt & Non-Taxable Buildings		1 3 6 9 2 5 0
3	UTILITIES-See RSA 83-F:1 V for complete definitions		2013 ASSESSED VALUATION
A.	Utilities (From p5 Grand Total of All A Utilities)		1 0 3 7 8 3 8
B.	Other Utilities (From p5 Total of All Other Utilities)		
4	MATURE WOOD and TIMBER RSA 79:5		0
5	VALUATION BEFORE EXEMPTIONS (Total of Lines 1H, 2F, 3A, 3B and 4)		6 6 0 8 5 5 0 0



**New Hampshire**  
Department of  
Revenue Administration

**2013**  
**MS-1 Report**

	TOTAL # GRANTED	2013 ASSESSED VALUATION
<b>6 CERTAIN DISABLED VETERANS</b> RSA 72:36-a (Paraplegic & Double Amputees Owning Special Adapted Homesteads with VA Assistance)	0	
<b>7 IMPROVEMENTS TO ASSIST THE DEAF</b> RSA 72:38-b V	0	
<b>8 IMPROVEMENTS TO ASSIST PERSONS WITH DISABILITIES</b> RSA 72:37-a	0	
<b>9 SCHOOL DINING/DORMITORY/KITCHEN EXEMPTION</b> RSA 72:23-IV (Standard Exemption Up To \$150,000 For Each)	0	
<b>10a NON UTILITY WATER AND AIR POLLUTION CONTROL EXEMPTION</b> RSA 72:12-a	0	
<b>10b UTILITY WATER AND AIR POLLUTION CONTROL EXEMPTION</b> RSA 72:12-a	0	
<b>11 MODIFIED ASSESSED VALUATION OF ALL PROPERTIES</b> (Line 5 Minus Lines 6, 7, 8, 9, 10a, and 10b) (This Figure Will Be Used To Calculate The Total Equalized Value For The Municipality)		6 6 0 8 5 5 0 0
	<b>AMOUNT PER EXEMPTION</b>	<b>TOTAL # GRANTED</b>
<b>12 BLIND EXEMPTION</b> RSA 72:37	1 5 0 0 0	1
<b>13 ELDERLY EXEMPTION</b> RSA 72:39-a & b (p6)		3
<b>14 DEAF EXEMPTION</b> RSA 72:38-b		
<b>15 DISABLED EXEMPTION</b> RSA 72:37-b		
	<b>TOTAL # GRANTED</b>	<b>2013 ASSESSED VALUATION</b>
<b>16 WOOD HEATING ENERGY SYSTEMS EXEMPTION</b> -RSA 72:70	6	0
<b>17 SOLAR ENERGY SYSTEMS EXEMPTION</b> -RSA 72:62	0	0
<b>18 WIND POWERED ENERGY SYSTEMS EXEMPTION</b> -RSA 72:66	0	0
<b>19 ADDITIONAL SCHOOL DINING/DORMITORY/KITCHEN EXEMPTIONS</b> -RSA 72:23 IV	0	0
<b>20 TOTAL DOLLAR AMOUNT OF EXEMPTIONS</b> (Sum of Lines 12-19)		2 8 1 1 3 0
<b>21 NET VALUATION</b> Used To Compute Municipal, County, and Local Education Tax Rates (Line 11 minus Line 20)		6 5 8 0 4 3 7 0
<b>22 LESS UTILITIES</b> (Line 3A) Do not include the value of other utilities listed in Line 3B		1 0 3 7 8 3 8
<b>23 NET VALUATION WITHOUT UTILITIES TO COMPUTE STATE EDUCATION TAX</b> (Line 21 minus Line 22)		6 4 7 6 6 5 3 2
<b>NOTES:</b>		

# SCHEDULE OF TOWN PROPERTY

As of December 31, 2013

<u>Land &amp; Buildings</u>	<u>ACREAGE</u>	<u>VALUE</u>	<u>MAP + LOT</u>
Jones Hall	0.61	\$168,790.00	203-009
Police Garage			203-009
War Memorial	0.06	\$480.00	203-010
Fire Station	0.18	\$67,850.00	203-109
Highway Department	5.75	\$132,910.00	408-025
Town Common - Marlow Hill	3.1	\$29,200.00	405-044
Town Pound - Route 123	0.03	\$180.00	202-002
Town Office	0.15	\$111,320.00	203-015
Gravel Pit - Washington Road	4.5	\$29,500.00	405-127
Village Cemetery	5.6	\$0.00	203-006
Early Settlers Cemetery off Sargent Road	0.16	\$0.00	408-002
West Yard Cemetery	0.84	\$0.00	406-009
<b><u>TOTAL</u></b>		<b>\$540,230.00</b>	
<b><u>Properties</u></b>			
Off Route 10 North	0.2	\$1,600.00	202-040
Off Route 10 North	8.27	\$113,070.00	202-006-01
Sand Pond Road	2.3	\$4,600.00	402-045
Whittemore Road	75	\$52,500.00	411-007
Route 10 North	11	\$34,100.00	405-006
Off Baine Rd	1.9	\$1,900.00	411-009
Off Baine Rd	3.8	\$3,800.00	411-011
Marlow Hill Road	8	\$75,420.00	406-065
<b><u>TOTAL</u></b>		<b>\$286,990.00</b>	

## Vehicles (Purchased for over \$5,000)

### VALUE AFTER DEPRECIATION

#### Highway Department

Caterpillar Model 120H Motor Grader	\$26,260.00
Holland Loader/Backhoe	\$29,209.00
1994 Int. Model 4900 Dump Truck	\$2,266.00
1991 Mack Truck	\$5,512.00
1997 International Truck w/ Plow	\$10,950.00
2000 International 4900 Truck	\$7,470.00
1991 Bucket Truck	\$5,850.00
1988 Bucket Loader	\$9,000.00

#### Fire Department

Kenworth Pumper Truck	\$98,500.00
International Fire Truck Tanker	\$36,767.00

#### Ambulance Department

Type III 1640SD Custom Ambulance	\$0.00
----------------------------------	--------

**Police Department**

2010 Ford Explorer

\$16,666.00

**TOTAL****\$248,450.00****Equipment (Purchased for over \$5,000)****Fire Department**

Bullard Thermal Imaging Camera

\$4,796.00

**Ambulance**

Ambulance Electronic Cot

\$7,080.00

Defibrillator

\$2,630.00

**General Government**

Savin Color Copier

\$4,479.00

**Transfer Station**

Closed Top Roll-Off Container

\$5,915.00

1988 Peterbilt Roll-Off Container

\$11,625.00

**Emergency Management**

Generator

\$15,600.00

**TOTAL****\$52,125.00****GRAND TOTAL****\$1,127,795.00**

Photo by Keith McKane

# REPORT OF TOWN CLERK

January 1, 2013 to December 31, 2013

Motor Vehicle	\$ 110,847.91
Motor Vehicle - Title	324.00
Motor Vehicle – Transfer	305.00
Dog Licenses & Penalties	1,955.00
Marriage Licenses	180.00
Certified Copies - Vital Records	130.00
Birth Certificate	0.00
UCCs	120.00
Bad Check	823.00
Miscellaneous	151.00
Total Remitted to Treasurer:	<u>\$114,835.91</u>



Photo by Mary Avery

# TAX COLLECTOR'S REPORT

Tax Collector's Report

MS - 61

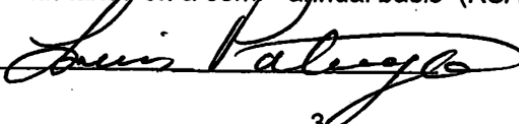
For the Municipality of Town of Marlow Year Ending 12/31/13

Debits	Last Year's Levy 2012	Prior Levies (Please specify years)			
		2011	2010		2009
Unredeemed Liens Beginning of year		24,432.25	10,614.92		3,309.45
Liens executed during the fiscal year	39,262.62				
Interest & costs collected after lien execution	920.64 126.00	2,193.54 107.81	2,114.17 46.00		
Total Debits	\$40,309.26	\$26,733.60	\$12,775.09		\$3,309.45
Credits					
Remitted to Treasurer:					
Redemptions	9,764.16	11,647.40	6,426.44		
Interest/costs (after lien execution)	920.64 126.00	2,193.54 107.81	2,114.17 46.00		
Abatements of unredeemed taxes					
Excess Debit					
Unredeemed liens End of year	29,498.46	12,784.85	4,188.48		3,309.45
Total Credits	\$40,309.26	\$26,733.60	\$12,775.09		\$3,309.45

If you are a tax sale municipality, please use the alternate page 3.

Does your municipality commit taxes on a semi - annual basis (RSA 76:15 - a) ?

Tax collector's signature:



Date:

1-31-2014

## Tax Collector's Report

MS - 61

For the Municipality of Town of Marlow Year Ending 12/31/13

Credits	Levy for Year of This Report 2013	Prior Levies (Please specify years)		
		2012	2010	
Remitted to Treasurer				
During fiscal year:				
Property taxes	1,277,945.62	128,810.60		
Excavation tax	723.30			
Land use change				
Yield taxes	7,821.78	1,823.61		
Utilities				
Interest	848.97	4,461.55		
Penalties				
Conversion to lien				
Pr Yr Prepays				
Adjustment				
Discounts Allowed:	20,747.91			
Abatements Made:				
Property taxes	1,465.62	60.00		
Resident taxes				
Land use change				
Yield taxes				
Utilities				
Current levy deeded				
Uncollected taxes				
End of year:				
Property taxes	79,307.72			
Resident taxes				
Land use change				
Yield taxes	1,072.01			
Utilities				
Total Credits	\$1,389,932.93	\$135,155.76		

## Tax Collector's Report

MS - 61

For the Municipality of Town of Marlow Year Ending 12/31/13

Debits	Levy for Year of This Report 2013	Prior Levies (Please specify years) 2012      2010		
Uncollected Taxes				
Beginning of year:				
Property taxes	XXXXXXXXXX	128,870.60		
Resident taxes	XXXXXXXXXX			
Land use change	XXXXXXXXXX			
Yield taxes	XXXXXXXXXX	1,823.61		
Utilities	XXXXXXXXXX			
Taxes Committed				
This year:				
Property taxes	1,374,748.88		XXXXXXXXXX	XXXXXXXXXX
Excavation taxes	723.30		XXXXXXXXXX	XXXXXXXXXX
Land use change			XXXXXXXXXX	XXXXXXXXXX
Yield taxes	8,893.79		XXXXXXXXXX	XXXXXXXXXX
Utilities			XXXXXXXXXX	XXXXXXXXXX
Penalties				
Overpayment:				
Property taxes				
Resident taxes				
Land use change				
Yield taxes				
2012 Prepays	4,717.99			
Interest collected on delinquent tax	848.97	4,461.55		
Excess Credits				
Total Debits	\$1,389,932.93	\$135,155.76		

\* This amount should be the same as last year's ending balance. If not, please explain.

**TOWN TREASURER**  
Report For End Of Year 2013  
Checking Account

**INCOME**

---

Property Tax	\$ 1,412,762.08
Town Clerk	\$ 114,835.91
Treasurer	\$ 149,681.17
Bank Interest	\$ 1,495.41
Ambulance Account	\$ 22,784.53
<b>TOTAL REVENUE</b>	<b>\$ 1,701,559.10</b>

---

**EXPENSES**

Insufficient Funds	\$ 763.00
Bank Charges	\$ 154.18
Selectmen's Orders Paid	\$ 1,783,966.32
<b>TOTAL EXPENSES</b>	<b>\$ 1,784,883.50</b>

---

**END OF YEAR ACCOUNT  
BALANCE**

Checking	\$ 90,219.85
Savings	\$ 591,347.19

# TOWN TREASURER

## Report For End Of Year 2013 Ambulance Account

<b><u>INCOME EARNED</u></b>	\$24,376.85
<b><u>TOTAL REVENUE</u></b>	<b><u>\$24,376.85</u></b>
<b><u>EXPENSES</u></b>	
Comstar/Diluzio Service	\$3,575.16
Operating Costs	\$19,209.37
<b><u>TOTAL EXPENSES</u></b>	<b><u>\$22,784.53</u></b>
<b><u>END OF YEAR ACCOUNT BALANCE</u></b>	<b><u>\$5,902.18</u></b>



Photo by Art Anderson

## SOME IMPORTANT DATES FOR 2014

**March 31** – Last day for timber owners to notify Board of Selectmen of desire to extend intent to cut beyond April 1, but not beyond June 30. RSA 79:10, II.

**April 1** – Owner of land under excavation or to be excavated must file notice of intent to excavate. RSA 72 – B: 8.

**April 15** – Last day to file permanent application for property tax exemption or credit for 2013 tax year. RSA 72:33, I.

**April 15** – Last day to apply for current use land assessment or conservation restriction assessment. RSA 79–A: 5, II; 79–B: 4, I.

**April 15** – Deadline for filing report of excavated material form pertaining to excavating still in progress through March 31 for all earth excavated during the tax year up to and including March 31. RSA 72-B: 9. Failure to do so results in assessment of doamage (two times the tax that would be due). RSA 72-B: 10.

**May 15** – Last day for every owner with timber cutting operations still in progress through March 31 to file report for all timber cut, up to and including March 31. RSA 79:11, I. Failure to do so results in assessment of doamage (two times tax) that would be due. RSA 79:12.

**June 30** – Last day to determine whether current use lands have undergone a change in use so that land use change tax should be levied. RSA 79–A: 5, IV (see also RSA 79- A: 7).

**August 15** – Last day to file report of cut for timber cutting operations extended to June 30. 79:11, II.

**September 1** – Last day for taxpayer to appeal denial of request for tax exemption, credit deferral or abatement to the Board of Tax and Land Appeals or Superior Court. RSA 72:34 a; 76:16–a; 76:16-d; 76:17.

**December 1** – Last day to file amended permanent application for tax exemption or credit if person has changed residence. RSA 72:33, II.

**March 1, 2015**– Last day to file permanent application for property tax deferral for 2014-tax year. RSA 72:38-a, II-a; 76:16-d.

**March 1, 2015** – Last day to file application for property tax abatement for the 2014 tax year. RSA 76:16, 76:16-d.

*These dates are for informational purposes only and represent only a selection from the official calendar that can be found in the Town Office. For a complete set of dates please refer to the official calendar in the Town Office. In the event of any discrepancies the official calendar will govern.*

## USEFUL INFORMATION

### STATE OF NEW HAMPSHIRE – REVISED STATUTES ONLINE

<http://www.gencourt.state.nh.us/rsa/html/indexes/>

This website allows you to search the full text of the Revised Statutes by keyword(s) or phrase. You can also search the index of titles when you know the number of the RSA that you are looking for.

### CHESHIRE COUNTY REGISTRY OF DEEDS

<http://www.nhdeeds.com>

You can search by grantor or grantee, also by book and page. Grantor index records are available from 1975 onwards, grantee from 1980 onwards. Book and page records start from Book 0867 onwards.

### NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

<http://www.revenue.nh.gov>

From this website you are able to download the latest Current Use Booklet. Through ‘Property Tax’ you can find information on Timber and Excavation Tax.

Included among the many forms that you can download are ones for Current Use, Conservation Restriction, Land Use, Easement and various ones relating to Property Tax.

### BOARD OF TAX AND LAND APPEALS (BTLA)

<http://www.nh.gov/btla/>

Among the responsibilities that the BTLA has is the hearing of appeals of individual assessments, exemptions or refunds levied by municipalities. Forms can be downloaded including ‘Taxpayer’s RSA 76:16 Abatement Application to Municipality’.

### EMERGENCY PREPAREDNESS

[www.ready.gov](http://www.ready.gov)

[www.fema.gov](http://www.fema.gov)

[www.cdc.gov](http://www.cdc.gov)

[www.redcross.org](http://www.redcross.org)

[www.nhoem.state.nh.us](http://www.nhoem.state.nh.us)

[www.dhhs.nh.gov](http://www.dhhs.nh.gov)

All of these websites contain a large amount of information on emergency preparedness and related topics.

## H1N1 AND SEASONAL FLU

Information, treatment resources and upcoming clinics can be found on the following web sites:

[www.nh.gov/h1n1](http://www.nh.gov/h1n1).

[www.flu.gov](http://www.flu.gov).

## LOW AND MODERATE INCOME HOMEOWNERS PROPERTY TAX RELIEF

The Low and Moderate Income Homeowner's Property Tax Relief Program runs annually between May 1st and June 30<sup>th</sup>. Form DP-8 will be available in April and can be obtained from the Town Office. Further information can be found on <http://www.revenue.nh.gov>.

## BUILDING PERMITS

Applications and instructions can be obtained from the Town Office, however you are advised to contact the Building and Code officer (currently Mark Vincello at 446 5273) in the first instance to see whether you need a building permit, also if you have a question on code compliance.

## PISTOL PERMITS

Applications can be obtained from the Town Office but when completed need to be submitted to the Police Chief.

## NOTARY PUBLIC

Mary Avery, Jacqui Fay and Beth La Freniere are notary publics.

## TRANSFER STATION PERMITS AND COUPONS

Your current Transfer Station permit is valid for 2014 & 2015.

There is now a no cash policy at the Transfer Station and coupons can be purchased at the Town Office.



Photo by Mary Blank

# MARLOW LIBRARY TRUSTEES REPORT

The Marlow Town Library continues to strive to provide its patrons with a selection that best meets their needs; to this end we continue to evolve our strategies to remain current. We are working diligently to put the entire catalog online. By the end of the year it will be complete and this will give our patrons the ability to browse available titles, reserve books, and make requisition requests.

Our partnership with The NH Downloadable Books consortium has been very successful. The circulation of both e-books and audiobooks has grown each month since we went live in March. There is a link on the library's web page, anyone who has questions on how to access this service is welcome to see the librarian for assistance.

This year the library proudly presented The Little Red Wagon's production of Rollie Robin, performed by the UNH department of Theater and Dance. The library also received a 'Kids, Books, and The Arts' grant from the New Hampshire State Library which we used to fund an educational production of Mad Science 'Science Rocks', an interactive show about geology. The library is currently taking suggestions from patrons on what other programs they would like to see the library present this year.

Please see our web page for upcoming programs, news, and opportunities. Thank you, once again, to our volunteers for their continued help and support.

Respectfully submitted,

Beth Provencher, Chair

Bretton Walsh, Treasurer

Jane Vincello, Secretary

Jeanne Kennedy, Trustee

Maria Baril, Trustee

Jenn Brown, Librarian

Tristan Smith, Assistant Librarian



Photo by Donna Chase

## MARLOW TOWN LIBRARY TREASURER'S REPORT

Line Items	2013 Budget	Actual 2013 Expense	Balance
Books/Periodicals/Passes	\$5,000	\$4,995.40	\$4.60
Phone/Internet	1,200	1,184.16	15.84
Technology	425	465.99	-40.99
Postage & Supplies	525	530.61	-5.61
Programs	400	400.00	0.00
Maintenance	0	0.00	0.00
Petty Cash	100	0.00	100.00
Miscellaneous	0	50.00	-50.00
Total	\$7,650	\$7,626.16	\$23.84

Respectfully Submitted: Bretton Walsh



Photo by Mary Blank

## EMERGENCY PREPAREDNESS

J. D. Perkins Elementary School on Route 10 is the Town's designated shelter.

In the event of an emergency, the shelter will be opened when there is a need for it. While the designated emergency shelter is the school, there could be certain circumstances where the location may have to be changed; **therefore you should not proceed to the shelter without having first received information that it is open and confirmation of its location.** Communication to the public can be hard at the beginning of an emergency, but every effort will be made to put the information out on the Town website on the urgent news banner, local radio and TV stations and in the Keene Sentinel. During a sustained emergency, daily updates will be posted on the notice board situated on the Town Office porch. If you need shelter, whether it is for the night or just to use it during the day, as a warming center and you have not heard that it is open you should initially call the Town Office 446-2245, which, all going well, would be the Emergency Operations Center. If no one is there, you can try the Fire Station 446-7511 and the school 446-3307. If no response is received then you should call 9-1-1. You would also call these numbers if you have been informed that the shelter is open but you need assistance in getting to the shelter.

In the event of evacuating to the shelter, families should prepare to take care of themselves without help for three days. The following is a list of suggested supplies.

- ✓ Sleeping bags or inflatable mattresses, bedding and pillows. While we aim to have limited supplies, you and your family will be much more comfortable with your own supplies. Pillows will not be provided.
- ✓ Board games for entertainment
- ✓ Special items for infants
- ✓ Personal hygiene items
- ✓ Prescription medications
- ✓ Non-perishable canned or packaged food and drinks as it may take a day or more to set up a regular meal schedule at a shelter.
- ✓ Reading and writing materials
- ✓ Battery powered flashlight in case of power loss
- ✓ Glasses, contact lens case and solution
- ✓ Special items for elderly or disabled family members
- ✓ Credit cards and cash
- ✓ Change of clothes

Marlow has a Citizen Corps and is always looking for volunteers. If you are interested in becoming a volunteer, please contact Jacqui Fay at the Town Office 446-2245. In 2012, we initiated efforts to re-establish the Marlow Citizen's Corps Community Emergency Response Team (CERT) which is a branch of the Citizen Corps. This program educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. Using the training learned in the classroom and during exercises, CERT members can assist others in their neighborhood or workplace following an event when professional responders are not immediately available to help. CERT members also are encouraged to support emergency response agencies by taking a more active role in emergency preparedness projects in their community.

Primary objectives are to:

1. Assist Town personnel in traffic control during both planned and emergency events.
2. Assist Town emergency personnel as directed in times of emergency.
3. Coordinate/provide education and training to the community in various areas of emergency preparedness.
4. Maintain our designated emergency shelter and function as a point of food, water and medical distribution.
5. Set-up and maintain a warming/cooling center as deemed necessary.
6. Perform local neighborhood damage assessments pursuant to a disaster.
7. Conduct neighborhood watches; especially for the elderly and disabled.



Photo by Thom Chase

# MARLOW FIRE DEPARTMENT

2013 was a busy year for the Marlow Fire Department with a total of 41 calls.

Mutual Aid	6
Assist Ambulance	2
CO Detector	1
Trees – Wires	8
Cover other towns	3
Chimney	3
Building Fires	2
Motor Vehicle Accidents	5
Wild Land Fires	6
False Alarms	2
Flooding	3

We also established an Explorer Post this year and now have 6 youths on board. They are training hard and already a great help to our department. It has, however, been a challenge to outfit them. Proper gear is very expensive and no one is allowed to take certified training without it.

Again, we want to thank everyone who has helped over the last year. As always, the Town Office, Ken Avery and the Highway Department have helped us continually to do our job.

Respectfully submitted,  
Thomas F. Foote  
Fire Chief  
603-355-0379



Photo by Ed Thomas

# FOREST FIRE WARDEN REPORT

2013 was a busy year. While there were no wild land fires in Marlow, we were dispatched Five times for mutual aid to other towns.

48 burn permits were issued during 2013. You now have the option to obtain a permit on line at <https://nhdflweb.sousportsnet.net> or through the link on the Town of Marlow web site [www.marlownh.gov](http://www.marlownh.gov)

Respectfully submitted,

Thomas F. Foote  
Forest Fire Warden  
603-355-0379



Photo by Ed Thomas

## REPORT OF FOREST FIRE WARDEN AND STATE FOREST RANGER

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests & Lands, work collaboratively to reduce the risk and frequency of wildland fires in New Hampshire. To help us assist you, please contact your local Forest Fire Warden or Fire Department to determine if a permit is required before doing ANY outside burning. Under State law (RSA 227-L: 17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. The New Hampshire Department of Environmental Services also prohibits the open burning of household waste. Citizens are encouraged to contact the local fire department or DES at 603-271-1370 or [www.des.state.nh.us](http://www.des.state.nh.us) for more information. Safe open burning requires diligence and responsibility. Help us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nhdf1.org](http://www.nhdf1.org).

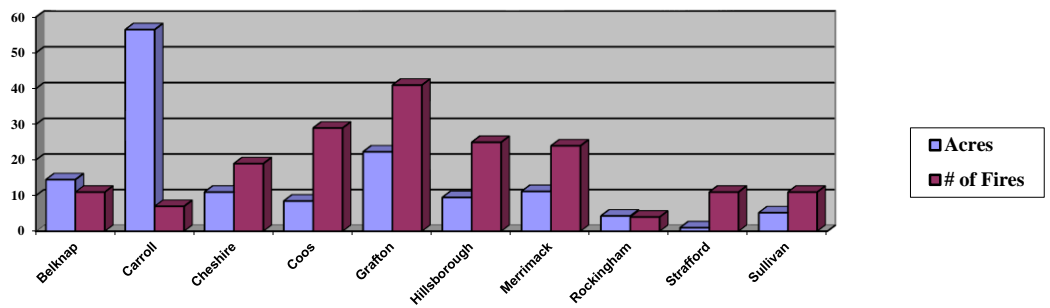
This past fire season started in late March with the first reported fire on March 26th 2013. April, which is the traditional start to our spring fire season, started very dry with little measurable precipitation until the middle of the month. Approximately 70% of our reportable fires occurred during the months of April and May. The largest fire was 51 acres on April 29th. 81% of our fires occurred on class 3 or 4 fire danger days. By mid-May, extensive rains began which provided us with a very wet summer overall. We had a longer fall fire season due to drier than normal conditions following leaf fall. Fortunately most of these fires were small and quickly extinguished. The statewide system of 16 fire lookout towers continues to operate on Class III or higher fire danger days. Our fire lookouts are credited with keeping most fires small and saving several structures due to their quick and accurate spotting capabilities. The towers fire spotting was supplemented by the NH Civil Air Patrol when the fire danger was especially high. Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Several of the fires during the 2013 season threatened structures, a constant reminder that forest fires burn more than just trees. Homeowners should take measures to prevent a wildland fire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

### 2013 FIRE STATISTICS

(All fires reported as of November 2013)

(figures do not include fires under the jurisdiction of the White Mountain National Forest)

COUNTY STATISTICS		
County	Acres	# of Fires
Belknap	14.5	11
Carroll	56.5	7
Cheshire	11	19
Coos	8.5	29
Grafton	22.3	41
Hillsborough	9.5	25
Merrimack	11.2	24
Rockingham	4.3	4
Strafford	1	11
Sullivan	5.2	11



#### CAUSES OF FIRES REPORTED

		Total	Fires	Total Acres
Arson	1	2013	182	144
Debris	69	2012	318	206
Campfire	12	2011	125	42
Children	1	2010	360	145
Smoking	10	2009	334	173
Railroad	0			
Equipment	4			
Lightning	0			
Misc.*	85	(*Misc.: power lines, fireworks, electric fences, etc.)		

**ONLY YOU CAN PREVENT WILDLAND FIRE**



## MARLOW AMBULANCE

A big Thank You goes out to the Town of Marlow and the Ambulance Squad for this year's help and response to all the calls and requests we have done and made.

We are looking for people to join the Ambulance for calls, we are now getting very short handed. There are only two people in the Town of Marlow now, if it wasn't for the other towns assisting us, there would be no ambulance. During the day there is one person, who works in the town and thanks to Audio Accessories, that person is allowed to leave work. If interested **PLEASE CALL**, Loretta Loring 863-3639.

The year of 2013 we did 132 calls, the following is the towns we responded to;

Gilsum - 47 calls

Marlow - 40 calls

Lempster - 39 calls

Stoddard - 4 calls

Washington - 1

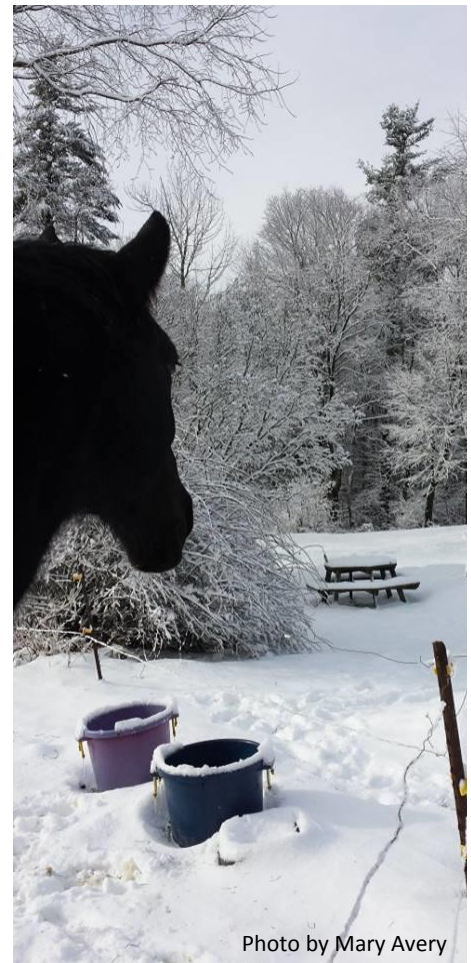
Acworth - 1

Of those calls we transported 78 patients and the rest were either standby for fires or no transports.

Thank You

Loretta E. Loring

Marlow Ambulance



## MARLOW POLICE REPORT

The following numbers for the Marlow Police Department in 2013 are as follows:

Calls	90
Domestics	4
Criminal	5
Motor Vehicle Accidents	17
Motor Vehicle Related Arrests	7
Motor Vehicle Stops	111
Summons issued	42
Disturbing the peace	7
Animal Complaints	9
Requests for check of welfare	8

These numbers do not reflect an accurate accounting for activity in Marlow as the State Police were on call for about four months of 2013.

Last year law enforcement volunteers (auxiliary) were explored in Marlow. The system worked well. Our one auxiliary volunteer has advised me he will only be available through August-September 2014. The volunteer is moving out of State. Anyone interested in this position should contact me through the Selectmen's Office. There is no time limit or closing date.

This winter there has been many days of slippery main road conditions. Most motor vehicle accidents occurred during these times. In every case, speed was the direct cause. These accidents were not in excess of the posted speed limit but rather going too fast for the road conditions at the time. On state roads, not one accident involved a Marlow resident.

Respective submitted,  
Ken Avery  
Police Chief



Photo by Mary Avery

## MARLOW HIGHWAY DEPARTMENT

The Federal Grant for the Marlow Hill project continues to move forward through the different review processes that are necessary. We are anticipating a decision soon from the New Hampshire Executive Council that will hopefully award us the grant.

A second road issue is the failure of the Sand Pond Road twin culverts located at the intersection of Rte. 10 and Sand Pond Road. The design is antiquated and is not permitted by the State of New Hampshire's permit regulations, thus we have applied for a second grant to assist us in constructing a suitable crossing of Gee Brook that will prevent further flood damage to the road and prevent isolation of Sand Pond Road residents.

This year we had the opportunity to purchase a 1986 Clark Payloader for the sum of \$10,500.00. This vehicle compliments our fleet by allowing us to perform multiple tasks simultaneously, also providing backup for other equipment. It proved to be an asset during the June floods to provide access to two neighborhoods that were isolated.

Following a lengthy interview process, we were fortunate to find Ernie Porter, a local neighbor who has a strong background with road maintenance and equipment use. If you see him on the road, please welcome him.

Thank you for your continued support,

Tony Davis, Road Agent



## PLANNING BOARD REPORT

During the course of the past twelve months the planning board has been particularly involved with the conceptual creation of a commercial development to be located on the old saw mill lot in proximity to the post office. While this property is currently located in our R-2 district (two acre minimum division), it is designated as Commercial Zone One.

The ideas proposed and discussed involved the siting of a gas station-convenience store in conjunction with the post office or some combination thereof on that lot. While the ideas and configurations are as yet nebulous and rumors abound, it became clear from the start that in order to allow for the full potential development of this lot for all stake holders involved (owners, developers, townspeople), it would be necessary to relax the minimum lot size requirement to allow for smaller lot size division. All agree that the location of a gas station in town is much more suitable and desirable in that area than in the historic village center as before. Accordingly, a variance for the lot in question was sought and obtained from our Board of Adjustment granting the owners the freedom to subdivide down to one acre size parcels to facilitate development. In order for such subdivision to actually occur, lots under five acres must be able to accommodate conventional water and septic needs as required by state regulations. This is currently the stage that the project or projects has reached.

In updating the town's Master Plan it became obvious that if we are to survive as a viable community we must attract a few more desirable commercial ventures. Lately we have attracted nothing. While the ice cream venture is excellent, it is seasonal. The repair garage, now offering state inspections, is a big plus, but we need more. Our general population numbers are static and the number of school age children in town diminishes. Already there is talk of closing the school and busing the remaining students elsewhere. This should never be allowed to happen. This past Thanksgiving Jan and I were privileged to attend the annual Thanksgiving Dinner prepared and offered to the community by the Perkins School students and staff. The spirit and enthusiasm of the entire event was overwhelming. Afterwards we were given a tour of the facility and are in awe of what the principal and staff have accomplished there. Our school is a priceless asset in a wonderful community, both sharing a rich heritage. These must not become stagnant or irrelevant.

In order to encourage growth, the Planning Board proposes to enlarge the area designated as the Village District so as to give small town enterprise and commerce a better opportunity to establish themselves in our community. Our topography alone can be daunting to development; but let's not allow stringent zoning requirements to stand as a further impediment. At this year's March balloting you will be asked to vote for an amendment to our Zoning Ordinance extending the Village District from the Symondsville Road to the junction of Telephone Road and Route 10. This will allow for the development of smaller lot sizes within the most visible and traveled area of our town. We hope that this will be approved and serve to attract and encourage more development in the most accessible areas we have.

The Planning Board meets monthly, usually the 2<sup>nd</sup> Tuesday of each month –barring a holiday or weather related events. We urge all citizens with ideas to step forward and present them to the Board.

Thank you!

Joseph N. Feuer, Chair  
Marlow Planning Board

# MARLOW TRANSFER STATION AND RECYCLING CENTER

So what town operation picks up when its clients drop off? Answer: The Transfer Station and Recycling Center, of course! But as its name implies, what gets dropped off must eventually leave. And therein lies the cost. Disposing of our solid waste represents the third major expenditure for our municipal services, somewhere behind education and highway maintenance, but still substantial. While we have very limited control of those other two costs, which are dictated by complex formulas and mother nature, solid waste expenditures are very much within our grasp and control. And the key to such control is recycling.

Recycling is not a joke and the town takes it very seriously. Recycling represents the most realistic means at our disposal (pun intended) to contain solid waste costs. In Marlow recycling is mandatory, period! Every item which we can divert from the waste stream decreases those costs to the Town.

Currently we are recycling everything except household waste, which goes into the compactor, and demolition debris, which has its own roll off container. As these two categories of waste account for the major portion of our disposal costs with no offsets, we must make every effort to minimize content. Any item that is recyclable does not belong in the compactor or the demo dumpster. To aid the attendant in recognizing recyclable items entering the facility, black bags are not acceptable for the compactor and the attendant will have to have such bags emptied on the ground to check contents.

Newspapers, magazines, mail or other paper waste (other than gift wrap) do not belong in the compactor. Please keep them separate from other household waste and dispose of them in the mixed paper container by the platform. Glass bottles and jars, aluminum cans, and plastic containers designated no.1 or no.2 , likewise do not go into the compactor; so please put them in the commingle container by the platform.

Separation of recyclable items from regular trash pays. In 2013 by separating out and marketing our recyclable material we not only avoided paying for their disposal with our other household trash, which is very expensive, but we actually realized a slight profit. In 2013 Marlow generated 12.24 tons of cardboard, 33.41 tons of commingle material, 26.76 tons of mixed paper, and 7.47 tons of scrap metal for a total of almost 80 tons diverted from our waste stream. Compare this figure to 165.76 tons of waste from the compactor and 38.32 tons of demo debris for a total of roughly 204 tons for which we paid full disposal costs. Had we not recycled we would have added that additional 80 tons to our solid waste stream and paid accordingly. While there are charges incurred in disposing of our recyclable material, we also receive payment for this material which in 2013 not only completely offset these charges but earned us a small profit. So we finished in the black in the recyclable department! The Transfer Station came in under budget for the year thanks in no small part to the efforts of Tony Davis, our dedicated group of attendants, and you, the citizens of Marlow who went the extra mile in your recycling efforts. Together we can make a difference. Keep up the good work!

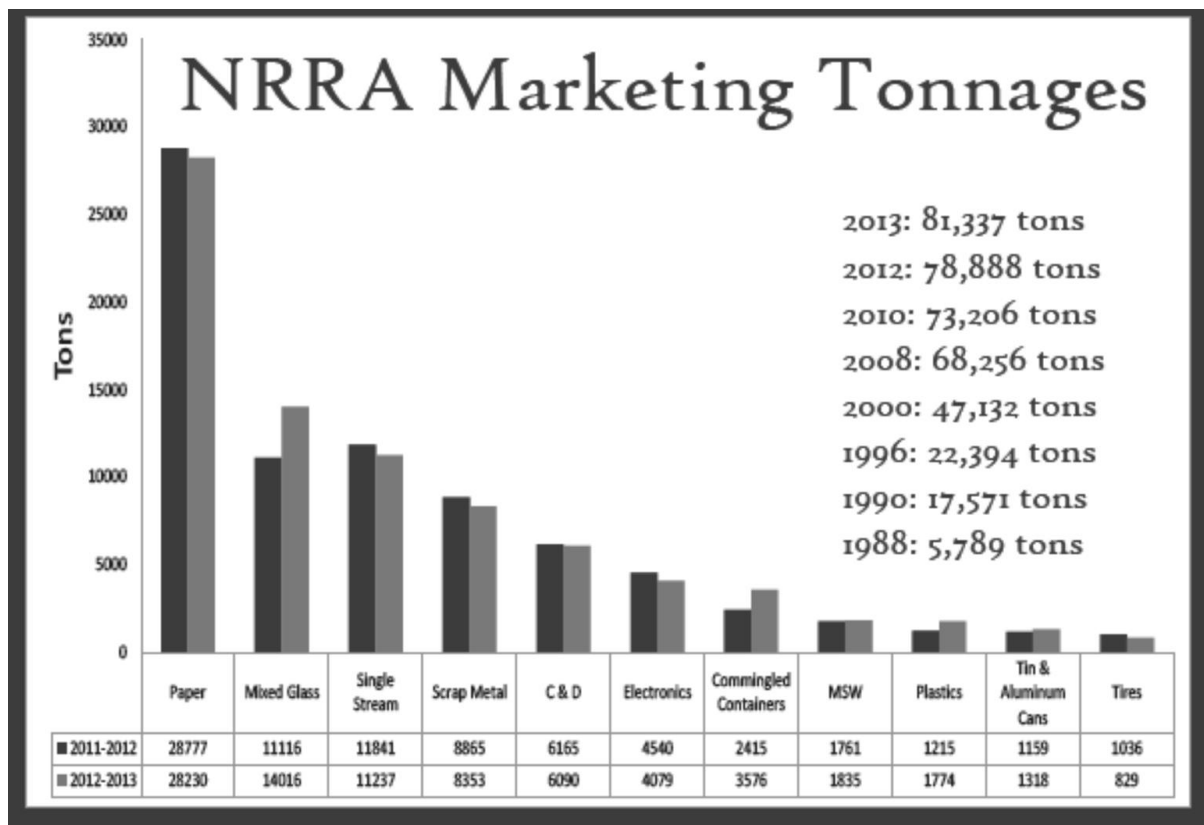
For the Station:  
Tony Davis  
David Brown  
Burl Brown  
David Robar  
Charles Elliott  
Joseph Feuer, Supervisor



Photo by Art Anderson

## MARLOW ACTIVITY SUMMARY REPORT 2014

Scrap Metal	21,420Lbs.	10.71 Net Tons	\$1,401.02	Revenue
Comingle-w/glass	41,720Lbs.	20.86 Net Tons	\$312.90	Expense
Fibers-Mixed Loose	53,520Lbs.	26.76 Net Tons	\$206.30	Revenue
Fibers-OCC Loose	24,480Lbs.	12.24 Net Tons	\$476.80	Revenue
Comingle-w/o glass	25,100Lbs.	12.55 Net Tons	\$188.25	Expense
<b>GRAND TOTALS</b>	<b>166,240Lbs.</b>	<b>83.20 Net Tons</b>	<b>\$1,582.97</b>	<b>Net Revenue</b>





"Partnering to make recycling strong through economic and environmentally sound solutions"

Northeast Resource Recovery Association, 2101 Dover Road, Epsom, NH 03234  
Telephone: (603) 738-4401 or 1-800-223-0150 Fax: (603) 738-4402  
E-mail: [info@nrna.net](mailto:info@nrna.net) Web Site: [www.nrra.net](http://www.nrra.net)

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## **Town of Marlow, NH**

**Congratulations for being such active recyclers!**

Below please find information on the positive impact this recycling has had on your environment.

The recyclable materials listed below were sent to market to be remanufactured into new products through your non-profit recycling organization, the Northeast Resource Recovery Association.

Recyclable Material	Amount Recycled In 2013	Environmental Impact! Here is <u>only one</u> benefit of using this recycled material rather than natural resources (raw materials) to manufacture new products.
Paper	39 tons	Saved 663 trees!



Photo by Mary Avery

## JOINT LOSS MANAGEMENT COMMITTEE

Marlow has now had an active Joint Loss Management Committee in place for several years. The JLMC serves a very important function. Its formation and duties are mandated by state law.

The JLMC's primary responsibility is to minimize the likelihood of injuries or accidents involving town employees or equipment. Comprised of department supervisors, the committee members are always on the lookout for potential hazards or unsafe conditions in their respective work stations. Through inspections, awareness, and attention to detail, the committee members learn to recognize employee work habits or workplace situations or procedures which, if not removed, repaired, or eliminated, pose possible physical risks to our employees and/or damage to property and equipment and, by extension, to the general public. In the event of an accident, injury or incident, the attending circumstances and actions taken are critically and thoroughly reviewed by the committee to hopefully prevent reoccurrence.

The committee's attention is not limited to town employee work environments, but extends to all public buildings and environs where unsafe conditions might exist which could pose a health or safety risk to anyone. The committee is acutely aware that in such scenarios the town could be considered legally liable. In today's litigious society, injury or loss of any sort involving a municipality represents the greatest window of litigation and possible disastrous financial risk to the municipality regardless of outcome. Consequently, an active JLMC plays a critical role not only in helping to avoid bad situations, but also by its very existence, in obtaining favorable liability insurance rates for the town.

Tony Davis, Chairman  
Thomas Fuschetto, Selectman  
Louis Paturzo, Administrative Assistant  
Joseph Feuer, Transfer Station  
Jen Brown, Librarian



# HEALTH OFFICER'S REPORT

## **Health Officer**

**Contact:** Jane Vincello, R.N. M.Ed.  
Health Officer – 3 year appointment by State of N.H.  
**Address:** Marlow Town Office  
167 NH Rte. 123  
Marlow, NH 03456  
**Hours:** By Appointment  
**Telephone:** 446-2245 (Town Office) or 446-5273(Home)  
**Email:** marlowtownoffice@myfairpoint.net (Town Office)

The Health Officer enforces the New Hampshire public health rules and laws, as well as local town ordinances and regulations. Their role is to serve as a liaison between state officials and the local community for public health issues in the Town of Marlow.

## ***Responsibilities:***

- Inspections, according to state guidelines: potential daycare and foster homes; schools; problematic septic systems; rental housing—meets minimum standards.
- Investigate health-related complaints.
- Provide public health information.

## **Community Health Concern:**

Public health laws are made to protect people's health and welfare. People and pets often live together. To prevent the spread of rabies from a sick animal New Hampshire law requires that every dog, cat, or ferret aged 3 months or older shall be vaccinated for rabies.

**Cats:** Rabies vaccination is required. License is not required.

Unfortunately, all cats (not just strays) in a neighborhood that may have been exposed, may have to be euthanized if their owners cannot provide proof of vaccination. Or the owner's only other choice would be for the owner to pay for quarantine of each cat. Protect your neighbor by being a responsible pet owner: spay/neuter your cat and keep it healthy with a rabies vaccination.

**Dogs:** Proof of vaccination is required in order to get a required dog license on or before April 30. See the Town Clerk.

## **2013 Activities:**

This year some local citizens expressed concern about some "nuisance" issues. Piles of trash, debris, old cars and parts, old tanks, etc. can pose a public health problem by their exposure to the elements for vermin and mosquito-breeding pools to develop. For these health reasons and being an unsightly property, please clean-up your property for your sake and your neighbors. Also, all tenants and landlords should be aware of new legislation (2014) regarding how to handle an infestation of bedbugs; who is responsible for what.

As a member of the New Hampshire Health Officers' Association, I often attend the annual, free Fall or Spring Conference to learn about current public health issues.

If a resident of Marlow has any health-related concerns, please call the Town Office and leave your name and phone number. Please put your concern in writing with date and your signature. It will be shared with the Selectmen (the Marlow Board of Health). You will be informed of what can or cannot be done about your complaint or concern.

Jane Vincello, R.N., M.Ed.  
Health Officer



Marlow Historical Society



# THE GREATER MONADNOCK PUBLIC HEALTH NETWORK

2013 was a very busy and successful year for the Greater Monadnock Public Health Network (GMPHN). The following are some highlights of the past year.

Tricia Wadleigh, the Emergency Preparedness Coordinator for the Public Health Network, has continued to reach out and meet many new partners from around the region. She can be contacted at 603-354-5454 ex.3030 or [twadleigh@cheshire-med.com](mailto:twadleigh@cheshire-med.com).

The GMPHN and the Greater Monadnock Medical Reserve Corps were called upon to help partner regions with public health events such as Hepatitis. The GMPHN and the GMMRC were able to support other regions with personnel for setting up points of dispensing. This was a great opportunity to practice our emergency plans and learn how to improve our response.

The GMPHN now has 21 Closed Points of Dispensing (PODs). These are organizations like nursing homes and long-term care facilities that are now able to dispense emergency medications to their own population if there was a public health emergency instead of having to transport their population to an open POD. The GMPHN and the Greater Monadnock Medical Reserve Corps (GMMRC) also helped to plan and participated in a Drive Thru Point of Dispensing in Hillsborough, NH with the National Guard. The GMPHN is excited to continue to work with community partners to make the Monadnock Region an even more resilient place to live.

The GMPHN is also continuing to improve our Public Information and Warning Plan. Our Facebook page (<http://www.facebook.com/GreaterMonadnockPHN>) continues to reach more people each month. We post public health information on a regular basis as well as critical information during an emergency. We also have a Greater Monadnock Medical Reserve Corps (GMMRC) Facebook page as well. Go to [www.facebook.com/GreaterMonadnockMRC](http://www.facebook.com/GreaterMonadnockMRC) to find us!

Interested in volunteering? Go to <http://www.gmmrc.org/> to learn more about the Medical Reserve Corps in the Monadnock Region. We are always looking for more members who are interested in volunteering throughout their community. You do not have to have a medical background to become a member. You can also reach the co-directors, Tricia Wadleigh and Eileen Fernandes at [gmmrc1@gmail.com](mailto:gmmrc1@gmail.com) for more information.

The GMPHN is grateful to all the volunteers and emergency services and social services personnel in the community who work each and every day to make the Monadnock region safer and better prepared. We look forward to a successful 2014!

## WELFARE

In a recent conversation with a town's person regarding this Office, I was made aware that many people do not understand the Overseer's duties or where the funds utilized come from. As I was shortly expected to prepare a report for this annual publication, it seemed an excellent opportunity to offer an explanation of what is involved and the funding source. While every community in NH is required to fill this position, in larger communities it is usually a full time, paid office. In Marlow it is a volunteer post and available as needed. Regardless, NH statute sets forth the laws by which it operates.

Those finding themselves in need of some assistance must first complete a fairly detailed application form, in full, for the Overseer's review. If the Overseer is satisfied that all information has been supplied as required, an in-person interview will be scheduled to determine, in the overseer's opinion, the best means to alleviate the problems. Solutions offered or suggested may not necessarily be what the clients want and they are under no obligation to accept them. All discussions and paperwork involved are private and remain strictly confidential.

The Overseer is provided with a limited budget by the Town. These funds do not come from Washington, D.C. or Concord. They are not an entitlement or charity or a gift to the client. Neither do they fall from heaven like the gentle rain. Rather, they are derived from our local taxes and voted for in the general budget article at Town Meeting. When expended on behalf of a client, it constitutes a loan to that client which must be repaid to the Town when the recipient is in a position to do so. Generally the Overseer will seek to locate other sources of assistance for the client before resorting to Town funds. In this sense the Overseer acts as an advocate for the client. Sometimes simply assisting the client with proper budgeting practices will often suffice.

Under NH law parents are responsible for their off-springs and adult children are also responsible for their parents when able. This is enforceable in a court of law. In practice, the immediate family should always assume such responsibility when able to do so before a family member must resort to requesting assistance from the Town. A conscientious Overseer must always seek to explore this avenue. Simply dropping one's needy parent(s) off in another town is just not acceptable.

NH law also requires the Overseer to execute a lien against any real estate owned by the client to insure eventual recovery of any Town funds expended on behalf of such client. This is called an Overseer's Lien. Unless repaid beforehand, this lien remains in force until the recipient's property is transferred or sold. Interest accrues at 6% after the first year and while no payment is demanded during the duration of the lien, the Town's claim must be satisfied at closing.

The Town Overseer is there to help but Overseer's Office cannot be expected to assume full financial responsibility for every need of every outstretched hand indefinitely. Marlow is not a cradle to grave welfare state. We couldn't afford our taxes if it was.

Thank you!

Joseph N. Feuer, Overseer  
Town of Marlow

## WELFARE

The following are some of the many resources in the area that are available to you.

### New Hampshire 2-1-1

2-1-1 is the number to dial for information about health and human services and organizations in your community. Their website is [www.211nh.org](http://www.211nh.org)

### Dental Care – Children

Cheshire Smiles offers dental screenings and education to all children (preschool to grade 3) and offers preventative care and referrals to dental offices for those without routine dental care. Their phone number is 354-5494 and their website is [http://www.cheshire-med.com/health\\_wellness/cheshire\\_smiles.html](http://www.cheshire-med.com/health_wellness/cheshire_smiles.html)

### Winter Heating Assistance

Having trouble paying for heat? These three programs can help:

- State-wide Electrical Assistance Program (EAP)  
Income qualified members of the NH Electric Co-op can receive discounts on their monthly electric bills ranging from 5-70% of their total bill. Apply through your Community Action Agency. (Keene 352-7512)
- State Fuel Assistance Program (FAP)  
Provides benefits to qualified New Hampshire households to assist with heating costs. Renters and homeowners are eligible. Apply through your Community Action Agency. (Keene 352-7512)
- Project Care  
Project Care is a charitable organization that provides payment assistance for NH Electric Co-op members in emergency situations. Applicants are eligible for Project Care emergency assistance only once in a 12 month period. Members should apply to the programs listed above before applying to Project Care. For program guidelines and more information, contact Member solutions at 1-800-698-2007.

### Home Healthcare Hospice and Community Services (HCS)

HCS provides comprehensive home health care and helping services to income eligible families. Telephone 352-2253 or 1-800-541-4145. Their website is [www.hcsservices.org](http://www.hcsservices.org)

### Family Resource Guide

Published annually by the Rotary Clubs of Keene, it gives information about help that is available for young children, their parents and families. Topics covered include help with housing, getting clothing, furniture and household items, getting to places, finding free legal and financial help, staying healthy and warm. Copies can be obtained from the Town Office.

### Facing Foreclosure

The State has set up a new website to help residents address potential mortgage problems. The website will help connect families with resources if they are concerned about losing their homes and includes contact information for housing counsellors and other options to help people try to avoid foreclosure. [www.HomeHelpNH.org](http://www.HomeHelpNH.org)

### Free Prescription Discount Cards

These cards are provided by Cheshire County and are available at the Town Office. Members call toll free 1-877-321-2652.

### Weatherization and Heating Assistance Programs

Stay Warm NH is a public/private partnership focused on expanding weatherization and heating assistance programs. The NH Office of Energy and Planning, NH Department of Health and Human Services and NH Charitable Foundation are coordinating this effort with the help of dozens of non-profit organizations and private businesses. Their phone number is 271-2155 and their website is [www.nh.gov/oep/](http://www.nh.gov/oep/)

### Community Kitchen, Inc.

The Community Kitchen serves hot meals Monday through Friday from 5-6:30pm and brunch on Sunday from 11 - 12:30pm. Take home boxes of food are available on Wednesdays from 12:30 – 5:30pm and Thursdays 11:20 - 4:00pm. Delivery can be arranged. The Community Kitchen is located at 37 Mechanic St, Keene. Their phone number is 357-3200 and their website is [www.thecommunitykitchen.org](http://www.thecommunitykitchen.org)

### Friendly Meals

Marlow Friendly Meals are held at Odd Fellows the first Tuesday of the month. Coffee is at 11:30 and the meal is served at 12:00. Anyone 60+ is invited. Meals are free, with donations appreciated. This program is provided by Home Healthcare, Hospice and Community Services. Call Sharon Davis 446-7064 or Gerry Plotts 446-3490 with your reservation by noon on the Monday before. Rides can be provided.

### United Methodist Church Food Pantry

The United Methodist Church delivers food boxes the third Sunday of each month. If you are in need of a little help or know of someone else that does, please contact Shirley Plumb at 446 3310 or Marcia Levesque at 446-4383. Collection boxes for food donations can be found at the Town Office and Town Library.

### Telephone Bill Assistance

New Hampshire residents can receive help in paying for their telephone service under two assistance programs offered by FairPoint to low-income households; FairPoint Lifeline Service and the Link-Up program. **FairPoint Lifeline Service** offers customers a monthly discount on their telephone bill. Lifeline savings could amount to as much as \$8/month and almost \$100/year. Through the **Link-Up Program**, qualified customers receive a discount of 50% (up to \$30) off the cost of installing new service. Additionally, New Hampshire Lifeline customers receive a credit toward the federal subscriber line charge each month.

These assistance programs are available to low income customers. Your household will be eligible for the Lifeline and Link-Up programs if your household income is at or below 135% of the federal poverty income guidelines, or if you or a household member are enrolled in any of the following assistance programs:

Medicaid, Supplemental Security Income, Low income home energy assistance, Section 8 housing, Supplemental nutrition assistance (SNAP), National school lunch/free lunch program, Temporary Aid to Needy Families (TANF).

Lifeline customers can also request toll blocking, a service that prevents toll calls (such as long distance) from being made. Customers using this service can still use pre-paid calling cards or dial-around service to place long-distance calls from their homes.

For more information about Lifeline and Link-Up programs, please call your customer service representative toll free at 1-866-984-2001.

Joe Feuer is currently our Welfare Officer and can be reached on 446 7361.

# HOME HEALTHCARE, HOSPICE AND COMMUNITY SERVICES



## Home Healthcare, Hospice & Community Services Report to the Town of **MARLOW** 2013 Annual Report

In 2013, Home Healthcare, Hospice and Community Services (HCS) continued to provide home care and community services to the residents of Marlow. The following information represents HCS's activities in Marlow during the past twelve months.

### Service Report

Services Offered	Services Provided
Nursing .....	211 Visits
Physical Therapy .....	146 Visits
Occupational Therapy.....	28 Visits
Medical Social Work .....	38 Visits
Home Health Aide .....	47 Visits
Outreach.....	2 Visits
Chronic Care.....	161 Hours
Health Promotion Clinics .....	4 Clinics

Total Unduplicated Residents Served with home care services: 16

Hospice services, geriatric care management and maternal and child health services are also available to residents. Town funding partially supports these services.

### Financial Report

The actual cost of all services provided in 2013 with all funding sources is \$76,877.00.

These services have been supported to the greatest extent possible by Medicare, Medicaid, other insurances, grants and patient fees. Services that were not covered by other funding have been supported by your town.

For 2014 we request an appropriation of \$747.00 to continue to be available for home care services in Marlow.

For information about services, residents may call (603) 352-2253 or visit [www.HCSservices.org](http://www.HCSservices.org).

Thank you for your support of home care services.

# SOUTHWESTERN COMMUNITY SERVICES



Southwestern Community Services

Since 1965, people helping people in Cheshire and Sullivan counties

**Marlow**

**Page 1 of 6**

## **City / Town Report - 2013**

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<b>* Direct Assistance to Residents:</b>	<b>\$65,769.62</b>
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<b>** Economic Impact:</b>	<b>\$164,424.05</b>
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<b>1% of Direct Assistance:</b>	<b>\$658.00</b>
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<b>***Total Number of Households Served:</b>	<b>68</b>
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<b>***Total Number of Residents Served:</b>	<b>143</b>
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<b>Average Benefit Per Household:</b>	<b>967.20</b>
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<b>Average Benefit per Resident:</b>	<b>459.93</b>
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\* Property Taxes and Administrative Payroll are NOT included in the direct assistance or economic impact totals.

\*\* Economic Impact is calculated by multiplying the direct assistance by a factor of 2.8

\*\*\*Some Households receive benefits from more than one program and may therefore be duplicated. However, the amount shown as Direct Assistance to Residents is the actual expenditures to the residents of this town.

## City / Town Report - 2013

<b>Child Care / Education</b>			<b>\$21,378.56</b>
Head Start			\$0.00
<b>Nutrition / Health</b>			<b>\$8,692.44</b>
Breast Feeding Peer Counseling			\$713.40
Commodity Supplemental Food			\$1,062.72
Emergency Food Assistance			\$0.00
Women's, Infant, Children (WIC)			\$6,916.32
<b>Energy</b>			<b>\$30,154.18</b>
Case Management			\$50.00
Fuel assistance			\$18,352.18
Senior Energy Assistance			\$0.00
Electric Assistance Program			\$11,752.00
Weatherization			\$0.00
<b>Utility Programs</b>			<b>\$0.00</b>
Core			\$0.00
Neighbor Helping Neighbor			\$0.00
<b>Family Services</b>			<b>\$2,050.00</b>
Adult disadvantaged			\$550.00
Work Experience			\$0.00
Workplace Success Program			\$0.00
Adult Dislocated			\$1,500.00
Families at Work			\$0.00
<b>Housing Stabilization Services</b>			<b>\$12,096.00</b>
Emergency - Transitional Shelter (short term)			\$0.00
Permanent Housing Program			\$12,096.00
Long term Transitional Shelter			\$0.00
Shelter Plus Care			\$0.00
Homelessness Prevention			\$0.00
Housing Security Deposit Guarantee			\$0.00
HUD Homeless outreach			\$0.00
<b>New Hope New Horizons</b>			<b>\$12,777.00</b>
Day Services			\$12,777.00
Residential Services			\$0.00
Vocational Rehabilitation			\$0.00
<b>Senior Citizen's Programs</b>			<b>\$0.00</b>
Service Link			\$0.00
SHIP Health Insurance Counseling			\$0.00
NH Family CareGiver Program			\$0.00
MIPPA			\$0.00
SMP			\$0.00
Long Term Care Counseling			\$0.00
<b>Single Family Rehab</b>			<b>\$0.00</b>
Lead Paint Abatement			\$0.00
HCBC (Medicaid)			\$0.00
Housing Preservation Grants (RD)			\$0.00
<b>Affordable Housing</b>			
Affordable Housing Rental Projects Owned	Assessed Value:		\$0.00
Real Estate	Property Taxes Paid		\$0.00
<b>Other Properties</b>			
Commercial Properties	Assessed Value		\$0.00

## City / Town Report - 2013

<b>Child Care / Education</b>		<b>\$21,378.56</b>
Head Start		\$21,378.56
Number of Households Enrolled	2	
Number of Children Enrolled	2	
Cost Per Child	\$10,689	
<b>Nutrition / Health</b>		<b>\$8,692.44</b>
Breast Feeding Peer Counseling		\$713.40
Number of Consumers Enrolled	1	
Value of Monthly Food Package	\$59.45	
Commodity Supplemental Food		\$1,062.72
Number of Elderly Individuals Enrolled	2	
Value of Monthly Food Package	\$44.28	
Emergency Food Assistance		\$0.00
Number of Food Pantries	0	
Number of Soup Kitchens	0	
Number of homeless Shelters	0	
Number of Charitable Organizations	0	
Women's, Infant, Children (WIC)		\$6,916.32
Number of Households Enrolled	9	
Number of Consumers Enrolled	13	
Number of Women Enrolled	1	
Number of Children Enrolled	11	
Monthly cost of Women's food Package	\$48.03	
Monthly cost of Children's food Package	\$48.03	

## City / Town Report - 2013

<b>Energy</b>		<b>\$30,154.18</b>
<b>Case Management</b>		<b>\$50.00</b>
Number of Households Enrolled	2	
Number of Consumers Enrolled	5	
Number of Elderly	4	
Value of service	\$25.00	
<b>Fuel assistance</b>		<b>\$18,352.18</b>
Number of Households Enrolled	22	
Number of Consumers Enrolled	47	
Number of Households Applied	25	
Number of Elderly Households Enrolled	6	
Number of elderly Enrolled	8	
Average household Benefit	\$834.19	
<b>Senior Energy Assistance</b>		<b>\$0.00</b>
Number of Households Enrolled	0	
Annual Benefit	\$270.00	
<b>Electric Assistance Program</b>		<b>\$11,752.00</b>
Number of Households Served	26	
Number of Consumers Served	69	
Annual Benefit	11,752	
<b>Weatherization</b>		<b>\$0.00</b>
Number of Households Served	0	
Number of Consumers Served	0	
Rehabilitation Value	\$0.00	
<b>Utility Programs</b>		<b>\$0.00</b>
<b>Core</b>		<b>\$0.00</b>
Number of Households Served	0	
Number of Consumers Served	0	
Rehabilitation Value	\$0.00	
<b>Neighbor Helping Neighbor</b>		<b>\$0.00</b>
Number of Households Enrolled	0	
Number of Consumers Enrolled	0	
Average Benefit	\$0.00	
<b>Family Services</b>		<b>\$2,050.00</b>
<b>Adult disadvantaged</b>		<b>\$550.00</b>
Number of Households Enrolled	1	
Number of Consumers Enrolled	1	
Direct Service Amount	\$550.00	
<b>Work Experience</b>		<b>\$0.00</b>
Number of Consumers Enrolled	0	
Direct Service Amount	\$0.00	
<b>Workplace Success Program</b>		<b>\$0.00</b>
Number of Consumers Enrolled	0	
Direct Service Amount	\$0.00	
<b>Adult Dislocated</b>		<b>\$1,500.00</b>
Number of Households Enrolled	1	
Number of Consumers Enrolled	1	
Direct Service Amount	\$1,500.00	
<b>Families at Work</b>		<b>\$0.00</b>
Number of employed person who increased wages	0	
Dollars spent	\$0.00	

## City / Town Report - 2013

Housing Stabilization Services		\$12,096.00
Emergency - Transitional Shelter (short term)		\$0.00
Number of Households enrolled	0	
Number of Consumers enrolled	0	
Number of Bed Nights	0	
Value of Bed Nights	\$0.00	
Number of Case Management Hours	0	
Value of Case Management hours	\$0.00	
Permanent Housing Program		\$12,096.00
Number of Households enrolled	1	
Number of Consumers enrolled	1	
Number of months households enrolled (Combined)	12	
Total Benefit to households	\$12,096.00	
Long term Transitional Shelter		\$0.00
Number of Households enrolled	0	
Number of Consumers enrolled	0	
Number of months households enrolled	0	
Total Benefits	\$0.00	
Shelter Plus Care		\$0.00
	0	
Number of Consumers enrolled	0	
Number of months households enrolled	0	
Monthly FMR	\$0.00	
Homelessness Prevention		\$0.00
Number of Households enrolled	0	
Number of Consumers enrolled	0	
Value to Consumers	\$0.00	
Housing Security Deposit Guarantee		\$0.00
Number of Households enrolled	0	
Number of Consumers enrolled	0	
Value to Consumers	\$0.00	
HUD Homeless outreach		\$0.00
Number of Households enrolled	0	
Number of Consumers enrolled	0	
Number of Case Management Hours	0	
Value of Case Management hours	\$0.00	
New Hope New Horizons		\$12,777.00
Day Services		\$12,777.00
Number of Consumers Enrolled	1	
Value of Service	\$12,777.00	
Residential Services		\$0.00
Number of Consumers Enrolled	0	
Value of Service	\$0.00	
Vocational Rehabilitation		\$0.00
Number of Consumers Enrolled	0	
Value of Service	\$0.00	

## City / Town Report - 2013

<b>Senior Citizen's Programs</b>			<b>\$0.00</b>
Service Link			\$0.00
Number of Households Enrolled	0		
Number of Consumers Enrolled	0		
Direct Service Amount	\$0.00		
SHIP Health Insurance Counseling			\$0.00
Number of Households Enrolled	0		
Number of Consumers Enrolled	0		
Amount of Dollars Counseling Saved	\$36.46	\$0.00	
NH Family CareGiver Proram			\$0.00
Number of Households Enrolled	0		
Number of Consumers Enrolled	0		
Value of Service	\$280.30	\$0.00	
MIPPA			\$0.00
Number of Households Enrolled	0		
Number of Consumers Enrolled	0		
Value of Service	\$ 9.43	\$0.00	
SMP			\$0.00
Number of Households Enrolled	0		
Number of Consumers Enrolled	0		
Value of Service	\$ 51.56	\$0.00	
Long Term Care Counseling			\$0.00
Number of Households Enrolled	0		
Number of Consumers Enrolled	0		
Value of Service	\$36.25	\$0.00	
<b>Single Family Rehab</b>			<b>\$0.00</b>
Lead Paint Abatement			\$0.00
Number of Households Served	0		
Number of Residents Served	0		
Rehabilitation Value	\$0.00		
HCBC (Medicaid)			\$0.00
Number of Households Served	0		
Number of Residents Served	0		
Rehabilitation Value	\$0.00		
Housing Preservation Grants (RD)			\$0.00
Number of Households Served	0		
Number of Residents Served	0		
Rehabilitation Value	\$0.00		
<b>Affordable Housing</b>			
Affordable Housing Rental Projects Owned			
Number of Units / Households	0		
Number of Consumers	0		
Assessed Value	\$0.00		
Real Estate			
Property Taxes Paid	0		
<b>Other Properties</b>			
Commercial Properties			
Assessed Value	0		

# MONADNOCK FAMILY SERVICES

Monadnock Family Services  
Annual Report to the Towns  
For the year ended June 30th, 2013

Town of: MARLOW

Monadnock Family Services provided the following services to  
your town's residents this last year:

Number of residents treated:	26
Children:	10
Adults:	15
Seniors:	1
 Total number of appointments provided for the above residents:	 1,192
 Percentage of payments received for services:	 64.3 %
 Discounts based on a resident's ability to pay and other discounts:	 \$80,409
 In addition to the above discounts, current outstanding and uncollectible resident balances:	 (\$53,939)

# COMMUNITY KITCHEN



## The Community Kitchen, Inc.

35-37 Mechanic Street • P.O. Box 1315  
Keene, NH 03431 • (603) 352-3200 fax (603) 355-0179  
[www.thecommunitykitchen.org](http://www.thecommunitykitchen.org)  
FIN 22.2473346  
Partner Member of the Coalition for NH Food Pantries



December 5, 2013

Office of the Selectmen  
Town of Marlow  
167 NH Route 123  
Marlow, NH 03456

Dear Selectmen:

I am writing to request that The Community Kitchen, Inc. (TCK) be placed either on your 2014 Town Meeting warrant or in your town budget for an operating budget request in the amount of \$2,000.00. We try to balance the amount of use the residents of a town have made of The Community Kitchen in the last year with the town's ability to pay.

So far this year 34 unduplicated Marlow residents have registered at TCK and received food equivalent to 2,790 meals at a cost of \$3,267 to the Kitchen with a projected total cost for 2013 of \$3,564. We calculate the cost of meals by taking the cost of operating the Kitchen and dividing the total number of meals provided – in 2012 we provided 503,059 meals for an overall cost of \$551,510.26 – and therefore we arrived at a cost per meal of \$1.10. We verify our clients carefully for eligibility. Each registered client has provided proof of address, date of birth and income. We also re-verify each year. In 2012 24 unduplicated Marlow residents registered at TCK and received food equivalent to 2,943 meals at a cost of \$3,237 to the Kitchen.

Traditionally, The Community Kitchen experiences an increase in both the numbers of families served and the number of meals distributed in November and December, due to Thanksgiving and Christmas, and costs associated with cold weather and heating bills.

The money we are requesting would be applied to our overall operating budget to cover costs including salaries, property and liability insurance, running and maintenance costs of our vehicles, utilities and food purchases.

On average, 500 families come to our Pantry for food assistance every week. A typical Pantry box would contain fresh fruits and vegetables, canned soup and vegetables, pasta or rice, pasta sauce, meat, dessert items, bread, bagels, dairy and personal care items when we have them. We have recently hired a Gleaning Coordinator and this program has brought nearly 20,000lbs of farm and garden fresh produce into the Pantry distribution line which helps us to guide our clients to better food choices – in an October distribution line we were able to offer locally grown farm and garden fresh corn, apples, potatoes, lettuce, cabbage and peaches which we were very excited about. Fresh fruits and vegetables are an important, but expensive, part of a family's shopping bill and we are committed to guiding our clients to making good food choices wherever possible. We offer recipes to encourage clients to take the fresh produce and have been lucky enough to have Keene State College Dietetic Interns working with us this year researching recipes, cooking dishes and offering samples during Pantry distribution. This has proven to be very successful and a recipe of *Acorn Squash Oven Baked Fries* was a hit – we had the recipe available and extra acorn squash for interested clients.

We also act as host for the Monadnock Food Coalition which endeavors to provide Thanksgiving and Christmas/Holiday boxes to other pantries within Cheshire County, social service agencies and other agencies serving the low income population. For Thanksgiving 2013 we were able to provide the majority of the food needed for *their* Holiday distribution for Ashuelot Head Start, Keene Head Start, Swanzey Head Start, Crotched Mountain, Gert's Pantry (Swanzey), Helping Hands of Troy, Joan's Pantry (Chesterfield), Jaffrey Food Pantry, Rindge Food Pantry, Richmond Youth Fellowship Food Pantry, Keene Day Care, Charlestown Food Pantry, the Fall Mountain Emergency Food Shelf, HCS (Keene) and Rise for Baby and Family – a total of 2,500 families.

In addition to the Pantry Program we also offer a free hot dinner Monday-Friday and a free lunch on Sunday. There is no verification necessary for the hot meal, it is open to all.

If you are interested, I would be happy to set up a time for a meeting with the Board of Selectmen or the Welfare Officer of Marlow in order to answer any further questions that may arise. We are also happy to set up tours of the Kitchen for anyone who would be interested to see our operation. Please let me know if that would be convenient or of interest.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Phoebe Bray". The signature is written in dark ink and is positioned above the printed name and title.

Phoebe Bray  
Executive Director

REQUEST FOR FUNDING PROPOSAL  
TO THE  
TOWN OF MARLOW, NEW HAMPSHIRE

Mission Statement

*The Community Kitchen, Inc. is a not-for-profit direct service United Way Agency providing healthy and nutritious hot meals, take-home food boxes and advocacy to low and moderate income men, women and families with children in the Monadnock Region.*

SERVICES PROVIDED TO RESIDENTS OF MARLOW

The Community Kitchen primarily offers two Programs:

Our Pantry Program distributes take home supplemental food boxes on Wednesdays from 12:30pm-5:30pm and Thursdays from 11:00am-4:00pm, as well as emergency food boxes to walk-ins and referrals from Town and City Welfare offices and other agencies. Each box provides approximately three meals per day for three days for each family member. We try to offer extra food to families with children.

Our Hot Meals Program offers a free, freshly prepared meal Monday-Friday from 5:00-6:20pm and Sundays from 11am-12:45pm.

2012	Marlow residents served:	24	Meals: 2,943	Cost: \$3,237
2013*	Marlow residents served:	34	Meals: 2,790	Cost: \$3,267

(\*numbers are from 1/1/13-11/30/13)



# ASHUELOT RIVER LOCAL ADVISORY COMMITTEE

Washington Lempster Marlow Gilsum Sullivan Surry Keene Swanzey Winchester  
Hinsdale

## 2013 Annual Report

The Ashuelot River Local Advisory Committee (ARLAC) was established in 1994, one year after the Ashuelot River was enrolled into the State Rivers Management and Protection Program. Members are nominated by local municipal officials and appointed by the Commissioner of the NH Department of Environmental Services (DES). We strive to be educated in a broad array of issues associated with the River and its watershed. We hope to be a resource that works well between the interests and concerns of the citizens in the watershed and State authorities.

The volunteer Ashuelot River water quality monitoring program continued for its thirteenth season, in conjunction with the DES Volunteer River Assessment Program (VRAP). We sampled eleven sites along the River's 64-mile length, as well as three sites along the South Branch in Swanzey, for temperature, pH, total phosphorus (TP), dissolved oxygen, turbidity, chloride, and conductivity. The costs of lab analyses were covered by contributions from Conservation Commissions along the River and DES. ARLAC members, working with community volunteers, participated in a spring training session, leading into a five-month effort of monthly sampling May through September. E. coli samples were obtained June through September. Data collected generally reflect improvement in River water quality noted by a continuing decline in total phosphorus, generally lower E. coli levels, and slightly higher pH readings, though pH continues to be lowest in Gilsum and the reaches upstream. Collections during the July 3-inch rainfall largely demonstrated the negative effects of run-off on the River: E.coli levels were well above acceptable limits, TP were at levels of concern, and turbidity readings were at their highest. Working with Keene State College, we hope this year to differentiate the sources of E. coli to determine whether they are of human or animal origin. Collected data can be viewed at <http://des.nh.gov/organization/divisions/water/wmb/vrap/data.htm>

A mandated task, ARLAC reviews and comments on state permit applications within the River corridor that have potential impacts on the River. This year, ARLAC submitted comments on twelve projects proposed in Washington, Gilsum, Keene, Swanzey, and Winchester. We submitted comments to the Federal Energy Regulatory Commission in support of proposed studies surrounding the re-licensing of the Northfield Mountain and Turners Falls Hydroelectric projects. Issues of concern are migratory fish passage, fluctuating water levels and spread of invasive species. We continue to advocate for River access with new canoe/kayak access being established in 2014 with the Swanzey-Winchester Route 10 bridge construction.

We continue to actively follow the debate regarding the restoration or removal of the West Street Dam in Keene. We await the study reports as commissioned by the Keene Conservation Commission researching the possible effects of dam removal on upstream wetlands and the dwarf wedge mussel. We also met with Keene State College students working on West Street Dam related projects.

We attended a state-wide meeting of LAC's where Swanzey representative, Stephen Stepenuck, received special recognition for his services to the Rivers Management and Protection Program. He, Pablo Fleischmann and Barbara Skuly were also recognized by the NH Department of Environmental Services for their longevity of service.

River cleanup took place on October 11th in conjunction with KSC Community Service Day. More than 100 volunteers participated, removing more than 3,300 pounds of trash and 35 shopping carts from the Ashuelot & Branch Rivers in Keene and Swanzey, and Beaver Brook in Keene.

ARLAC meets monthly in the evening of the third Tuesday in Keene. The Local Advisory Committee invites citizens and town officials to contact their local ARLAC representatives with any concerns or input.

Respectfully submitted,

Barbara Skuly, Chairman

2013 Membership: Pablo Fleischmann, Gilsum; John Davis, Surry; Jim Holley & Brett Thelen, Keene; Barbara Skuly & Stephen Stepenuck, Swanzey; Lisa Bomba, Hinsdale.

## MARLOW CONSERVATION COMMISSION

The Marlow Conservation Commission currently does not have enough active members and call out to Marlow residents to help fill their board. Recent projects that the Conservation Commission undertook have been the completion of the National Resources Inventory, the establishment of a Conservation Capital Reserve Fund as well as funding the annual testing of the waters of the Ashuelot. Please consider joining the board.



Photo by Art Anderson

## TRUSTEES OF TRUST FUND

The Trustees of Trust Funds oversee Capital Reserve Funds, Cemetery Funds, Common Funds, Library Trust Funds and the School and Scholarship Trust Funds. The value of these trust funds on 12/31/13 was \$983,611.00. Mary Blank, Bretton Walsh and Linda Russell served as the Trustees of Trust Funds.

### The Common Trust

The Common Trust are those funds that are used for the care and maintenance of Village Cemetery. Money that is received from the purchase of a burial plot is called perpetual care. Collectively, the perpetual care funds are called the Common Trust. Presently, there are 244 burial plots out of 967 plots in the Village Cemetery that have contributed to the perpetual care or Common Trust fund. It is the responsibility of the Town to fund the cost of mowing those burial plots without perpetual care. This includes the West Yard Cemetery and the Old Settlers Cemetery. Investments with Oppenheimer of the Common Trust continue to provide sufficient interest to cover the annual expense of perpetual care mowing.

### Insured Cash Sweep Deposits

In April 2013 the trustees deposited up to 75% of the Capital Reserve Funds, totaling \$620,268, into an Insured Cash Sweep Account at Ct River Bank at a rate of .30%. Currently the rate is .25% which is a far better rate than we were/are receiving from Citizens Bank at .01%. Additional Deposits have been made to this account over the year.

### Frances Strickland Scholarship

The 2013 Frances Strickland Scholarship was awarded to Adam Manning, who is continuing his studies at the University of New Hampshire. The purpose of the Strickland Scholarship fund is to encourage a deserving person to continue their formal education at either an accredited college or a technical school located in New Hampshire. Any person who has been a resident of Marlow for at least 5 consecutive years and who has graduated from high school or received their GED is eligible to apply for this \$500.00 scholarship. The scholarship is also available for residents who are already enrolled in an accredited college or a technical school located in New Hampshire. This scholarship is not restricted to freshmen, all Marlow residents who desire to continue their education are encouraged to apply. Once again, a generous contribution to the principal was received from the Strickland Family. Applications for 2014 may be obtained at the town office, the library or by contacting the Trustees at [marlowcttf@earthlink.net](mailto:marlowcttf@earthlink.net). The deadline to apply is May 2, 2014. If you wish to make a donation to the Strickland Scholarship Fund, please contact one of the members of the Trustees of Trust Funds.

Respectfully,

Mary M Blank, Chairman

## MARLOW CEMETERY TRUSTEES

The Cemeteries Trustees are responsible for three cemeteries in the town. The Marlow Village Cemetery on Church Street is the site for current burials. This cemetery requires the most care and maintenance. Although burials no longer take place in the West Yard Cemetery on the Jay Allen Road or the Early Settler's Cemetery off of the Sargent Road, this does not relieve the town from the statutory care and maintenance of the public cemeteries. Mary Blank, Jan Lane, Roxanne MacConnell, Geraldine Plotts and Linda Russell are the Cemetery Trustees, meeting the first Monday of the month for 9 months in 2013.

### McCourt Trust – Monument Restoration – Village Cemetery

The Cemetery Trustees directed the Trustees of the Trust Fund in February 2013 to pay the balance of the invoice for gravestone repairs made in 2012 in the amount of \$1.320 to E.H. Clegg and Co. There were no repairs made to the gravestones in 2013. In 2014 funds will be available to continue the repair of broken and leaning gravestones.

### Cemetery Link on [www.marlownh.gov](http://www.marlownh.gov)

The Marlow Cemetery Trustees has a link on the [www.marlownh.gov](http://www.marlownh.gov) website under the menu "Boards and Commissions". Information to be found on the website includes the Cemetery trustee meeting minutes, Cemetery rules, Cemetery history, cost of services, and other pertinent cemetery information.

### Cemetery Map

There is now a Cemetery map (35" x 51") on the garden shed to help those who visit the cemetery to find the graves of their loved ones and friends. We have had a bulletin board on the shed for a few years where we post the Cemetery Rules and addendums to the Cemetery map.

### Dogs in the Cemeteries

The Cemetery Trustees want to encourage those Marlow residents who enjoy walking their dog through the cemeteries that it is important to clean up after your pet so that the cemeteries can be enjoyed by others. We are researching the cost of providing dog waste bags in the Spring of 2014.

### West Yard Cemetery

Weather conditions in 2012 played havoc with the gravestones in the West Yard cemetery causing many of the stones to become loose and tilt. This is a condition which will have to be addressed in the very near future. There are some funds that are available for this project, but a lot will depend on volunteer labor.

In closing, the Trustees of Trust Funds and the Cemetery Trustees look forward to another productive year on behalf of the residents of Marlow. If you have any questions for the trustees, please do not hesitate to call any one of us.

Respectfully,  
Mary Blank, Chairman



Photo by Donna Chase

TRUSTEES OF THE TRUST FUND REPORT ENDING DECEMBER 31, 2013							
Name of Trust Fund	Purpose of Trust Fund	Invested in	Beginning Balance	Deposits	Withdrawals	Income	Grand Total
Heavy Highway Equipment	Capital Reserve	Citizens	\$128,587.62	\$10,000.00	-\$114,443.00	\$10.82	\$24,155.44
	Capital Reserve	Ct River/ICS		\$103,943.00		\$190.68	\$104,133.68
						\$201.50	\$128,289.12
Russell Perkins Library	Capital Reserve	Citizens	\$26,321.30		-\$19,739.00	\$2.29	\$6,584.59
	Capital Reserve	Ct River/ICS		\$19,739.00		\$36.23	\$19,775.23
						\$38.52	\$26,359.82
School Expend Ov Budget Tuition	Capital Reserve	Citizens	\$210,861.24		-\$158,127.00	\$18.23	\$52,752.47
	Capital Reserve	Ct River/ICS		\$158,127.00		\$290.27	\$158,417.27
						\$308.50	\$211,169.74
School Reno Reconstr Fund	Capital Reserve	Citizens	\$65,485.79	\$9,510.03	-\$56,248.00	\$6.45	\$18,754.27
	Capital Reserve	Ct River/ICS		\$56,248.00		\$103.25	\$56,351.25
						\$109.70	\$75,105.52
Ambulance	Capital Reserve	Citizens	\$50,097.64		-\$37,574.00	\$4.35	\$12,527.99
	Capital Reserve	Ct River/ICS		\$37,574.00		\$68.97	\$37,642.97
						\$73.32	\$50,170.96
Fire Truck	Capital Reserve	Citizens	\$83,891.28		-\$62,920.00	\$7.27	\$20,978.55
	Capital Reserve	Ct River/ICS		\$87,920.00		\$142.72	\$88,062.72
						\$149.99	\$109,041.27
Police Cruiser	Capital Reserve	Citizens	\$5,003.57		-\$3,753.00	\$0.45	\$1,251.02
	Capital Reserve	Ct River/ICS		\$8,753.00		\$12.33	\$8,765.33
						\$12.78	\$10,016.35
Ambulance & Param. ETF	Capital Reserve	Citizens	\$438.78	\$1,500.00	-\$1,938.81	\$0.03	\$0.00
	Capital Reserve	Ct River/ICS		\$329.00	-\$329.17	\$0.00	-\$0.17
						\$0.03	-\$0.17
Trans Station Exp Trust Fun	Capital Reserve	Citizens	\$14,946.77	\$2,500.00	-\$13,085.00	\$1.39	\$4,363.16
	Capital Reserve	Ct River/ICS		\$13,085.00		\$24.02	\$13,109.02
						\$25.41	\$17,472.18

TRUSTEES OF THE TRUST FUND REPORT ENDING DECEMBER 31, 2013							
Name of Trust Fund	Purpose of Trust Fund	Invested in	Beginning Balance	Deposits	Withdrawals	Income	Grand Total
Conservation Commission CRF	Capital Reserve	Citizens	\$6,068.20		-\$4,551.00	\$0.52	\$1,517.72
	Capital Reserve	Ct River/ICS		\$4,551.00		\$8.35	\$4,559.35
						\$8.87	\$6,077.07
Road Improvement ETF	Capital Reserve	Citizens	\$153,327.34	\$22,820.00	-\$154,885.00	\$12.77	\$21,275.11
	Capital Reserve	Ct River/ICS		\$129,998.00		\$238.63	\$130,236.63
						\$251.40	\$151,511.74
P&R 250th Anniv Trust Fd (closed)	Capital Reserve	Citizens	\$0.01		-\$0.01	\$0.00	\$0.00
Government Buildings	Capital Reserve	Citizens	\$5,001.02	\$5,000.00	-\$7,501.00	\$0.57	\$2,500.59
	Capital Reserve	Ct River/ICS		\$7,501.00		\$13.77	\$7,514.77
						\$14.34	\$10,015.36
G & R Rock / Fire Dept	Capital Reserve	Citizens		\$5,000.00	-\$3,750.00	\$0.42	\$1,250.42
	Capital Reserve	Ct River/ICS		\$3,750.00		\$6.88	\$3,756.88
						\$7.30	\$5,007.30
SAU Revenue Replacement	Capital Reserve	Citizens		\$25,000.00	-\$18,750.00	\$2.01	\$6,252.01
	Capital Reserve	Ct River/ICS		\$18,750.00		\$34.42	\$18,784.42
						\$36.43	\$25,036.43
Capital Reserve Citizens	Capital Reserve	Citizens	\$750,030.56	\$81,330.03	(\$657,264.82)	\$67.57	\$174,163.34
Capital Reserve Ct River Bank	Capital Reserve	Ct River/ICS	\$0.00	\$650,268.00	-\$329.17	\$1,170.53	\$651,109.36
Capital Reserve	Capital Reserve	Total	\$750,030.56	\$731,598.03	-\$657,593.99	\$1,238.10	\$825,272.70
C.B. Howard Library Trust Fund	Library	Citizens	\$106.18			\$0.00	\$106.18
Amos Russell (Cem Lot)	Cemetery	Citizens	\$266.64			\$0.03	\$266.67
George E Reed (Cem Lot)	Cemetery	Citizens	\$3,477.20			\$0.53	\$3,477.73
Waldo & Marian Perkins (Cem Lot)	Cemetery	Citizens	\$3,830.29			\$0.56	\$3,830.85
Sargeant Road Trust (Cem)	Cemetery	Citizens	\$3,523.18			\$0.53	\$3,523.71
Sargeant Road Trust (Cem)	Cemetery	Oppenheimer	\$570.00			\$28.03	\$598.03
							\$4,121.74

TRUSTEES OF THE TRUST FUND REPORT ENDING DECEMBER 31, 2013							
Name of Trust Fund	Purpose of Trust Fund	Invested in	Beginning Balance	Deposits	Withdrawals	Income	Grand Total
West Yard Cemetery Trust (Cem)	Cemetery	Citizens	\$3,142.13			\$0.49	\$3,142.62
West Yard Cemetery Trust (Cem)	Cemetery	Oppenheimer	\$1,750.00			\$84.09	\$1,834.09
						\$84.58	\$4,976.71
McCourt--Village Cem Trust	Cemetery	Citizens	\$67.86			\$0.00	\$67.86
Emerson and Ruth McCourt Trust	Village Cemetery	Oppenheimer	\$51,683.85		(\$1,320.00)	\$2,224.48	\$52,588.33
						\$2,224.48	\$52,656.19
<b>Total - Cemetery Trust</b>			<b>\$68,311.15</b>		<b>(\$1,320.00)</b>	<b>\$2,338.74</b>	<b>\$69,329.89</b>
ASA Way (School)	School/scholarship	Citizens	\$550.07			\$0.07	\$550.14
ASA Way (School)	School/scholarship	Oppenheimer	\$431.55			\$20.55	\$452.10
						\$20.62	\$1,002.24
School Fund	School/scholarship	Citizens	\$1,558.16			\$0.22	\$1,558.38
School Fund 6.00%	School/scholarship	Oppenheimer	\$647.32			\$30.82	\$678.14
						\$31.04	\$2,236.52
Frances Strickland Scholars	School/scholarship	Citizens	\$1,244.34	\$100.00	(\$500.00)	\$0.17	\$844.51
Frances Strickland Scholars	School/scholarship	Oppenheimer	\$8,091.50			\$385.24	\$8,476.74
						\$385.41	\$9,321.25
Fred P. Whittemore (School)	School/scholarship	Citizens	\$1,942.02			\$0.31	\$1,942.33
Fred P. Whittemore (School)	School/scholarship	Oppenheimer	\$1,618.31			\$77.05	\$1,695.36
						\$77.36	\$3,637.69
School/Scholarship Trust Funds	School/scholarship	Citizens	\$5,294.59	\$100.00	-\$500.00	\$0.77	\$4,895.36
School/Scholarship Trust Funds	School/scholarship	Oppenheimer	\$10,788.68			\$513.66	\$11,302.34
<b>School/Scholarship Trust Funds Total</b>			<b>\$16,083.27</b>	<b>\$100.00</b>	<b>(\$500.00)</b>	<b>\$514.43</b>	<b>\$16,197.70</b>
Perpetual Care / Common Trust #1	Cemetery	Citizens	\$11,990.52			\$1.79	\$11,992.31
Perpetual Care / Common Trust #1	Cemetery	Oppenheimer	\$44,434.23		(\$835.74)	\$2,043.95	\$45,642.44
<b>Perpetual Care / Common Trust Total</b>			<b>\$56,424.75</b>		<b>(\$835.74)</b>	<b>\$2,045.74</b>	<b>\$57,634.75</b>

## MARLOW AGRICULTURAL COMMISSION

Meetings were not held during the winter 2013-14. Regular meetings will start on the 2<sup>nd</sup> Tuesday in April. Individuals interested in agriculture, farmers markets etc. should consider attending this meeting. Posting of meeting location will be at the Post Office, Library and Town Office.



# VITAL STATISTICS 2013

## BIRTHS

Name	Date	Parents	Place of Birth
Canfield, Hunter Thomas	02/27/2013	Canfield, Thomas Canfield, Kelly	Keene, NH
Conley, Sawyer Bowman	06/20/2013	Conley, Joshua Conley, Faith	Marlow, NH
Bonito, Nami Sophia	06/24/2013	Bonito, Peter Bonito, Melissa	Keene, NH
Wollschlager, Jayce Edward	08/08/2013	Wollschlager III, Edward Wollschlager, Heidi	Keene, NH
Wolhok, Dakota James	08/17/2013	Wolhok, Christian Patnaude, Ashley	Keene, NH
Willey, Skylar Kathryn	10/04/2013	Willey, Thomas Willey, Beth	Keene, NH
Willey, Mitchell Paul	10/04/2013	Willey, Thomas Willey, Beth	Keene, NH
Crosby, Wesley Joseph	10/05/2013	Crosby, Benjamin Muserallo, Anna	Keene, NH
Parrott, Jabe Emery	10/05/2013	Parrott, Jarred MacKenzie, Sara	Keene, NH
Golden, Nathan Michael	11/02/2013	Golden, Michael Golden, Claudia	Keene, NH

## MARRIAGE

Name	Date	Residence
Guerrin, Daniel R. Moulton, Diane M.	03/30/2013	Marlow, NH Marlow, NH
Page, Keith S. Allyn, Edith C.	07/04/2013	Marlow, NH Marlow, NH
Dignard, Steven A. Wood, Sarah L.	09/14/2013	Marlow, NH Marlow, NH

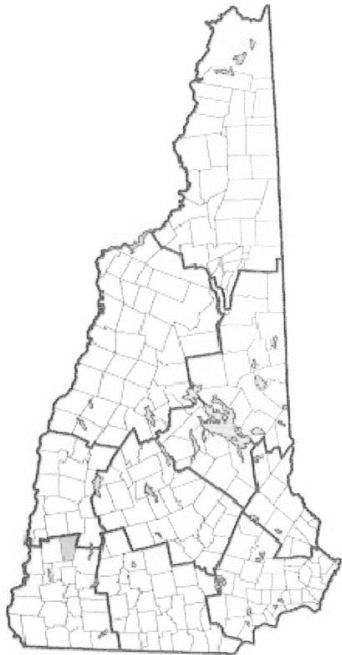
## DEATHS

Name	Date	Place
Elliott Jr, Ralph	01/06/2013	Lebanon, NH
Elliott, Beverly	02/04/2013	Marlow, NH
Vachon, Ricki	07/11/2013	Keene, NH
Knox, Ruth Ann	09/08/2013	Boston, MA
Aldrich, Jaye	11/06/2013	Marlow, NH



# ECONOMIC AND LABOR MARKET INFORMATION

## Marlow, NH



### Community Contact

#### Town of Marlow

Jacqui Fay, Executive Administrator  
167 NH Route 123, Town Office  
Marlow, NH 03456-0184

### Telephone

(603) 446-2245

### Fax

(603) 446-3806

### E-mail

marlowtownoffice@myfairpoint.net

### Web Site

www.marlownh.gov

### Municipal Office Hours

Selectmen: Monday, 7 pm; Town Office: Monday, Tuesday, Thursday, Friday, 10 am - 1 pm, 2 pm - 3:30 pm; Town Clerk: Wednesday, 4:30 pm - 7 pm, Thursday, 10 am - 12:30 pm; Tax Collector: Tuesday, 5 pm - 7 pm

### County

Cheshire

### Labor Market Area

Keene NH Micro-NECTA

### Tourism Region

Monadnock

### Planning Commission

Southwest Region

### Regional Development

Monadnock Economic Development Corp.

### Election Districts

US Congress

District 2

Executive Council

District 2

State Senate

District 8

State Representative

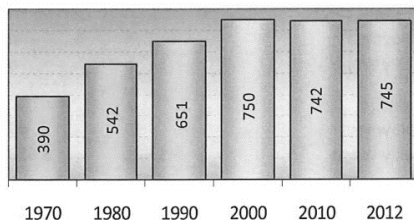
Cheshire County District 2

**Incorporated:** 1761

**Origin:** This territory was first chartered in 1753 as Addison, after Joseph Addison, Secretary of State for England, who signed the appointment papers making John Wentworth Lieutenant Governor of New Hampshire under the jurisdiction of Massachusetts in 1717. As a result of the French and Indian War, few original grantees settled there under the terms of the charter. The town was regranted in 1761 as Marlow, and the charter renewed in 1772. In some references, the name was in honor of Christopher Marlowe, the famed author and playwright; others indicate it was taken from the English town of the same name. Marlow was one of the towns that joined Vermont during the boundary dispute, but returned to New Hampshire in 1781.

**Villages and Place Names:** unknown

**Population, Year of the First Census Taken:** 313 residents in 1790



**Population Trends:** Population change for Marlow totaled 395 over 52 years, from 350 in 1960 to 745 in 2012. The largest decennial percent change was a 39 percent increase between 1970 and 1980; the second largest was a 20 percent increase between 1980 and 1990. The 2012 Census estimate for Marlow was 745 residents, which ranked 203rd among New Hampshire's incorporated cities and towns.

**Population Density and Land Area, 2010 (US Census Bureau):** 28.6 persons per square mile of land area. Marlow contains 26.0 square miles of land area and 0.5 square miles of inland water area.



Economic & Labor Market Information Bureau, NH Employment Security, February 2014. Community Response Received 5/09/2013

All information regarding the communities is from sources deemed reliable and is submitted subject to errors, omissions, modifications, and withdrawals without notice. No warranty or representation is made as to the accuracy of the information contained herein. Specific questions regarding individual cities and towns should be directed to the community contact.

<b>MUNICIPAL SERVICES</b>		
Type of Government	<b>Selectmen</b>	
Budget: Municipal Appropriations, 2013	<b>\$725,440</b>	
Budget: School Appropriations, 2013	<b>\$1,530,992</b>	
Zoning Ordinance	<b>1986/09</b>	
Master Plan	<b>2003</b>	
Capital Improvement Plan	<b>No</b>	
Industrial Plans Reviewed By	<b>Planning Board</b>	

#### Boards and Commissions

Elected:	<b>Selectmen; Library; Cemetery; Budget</b>
Appointed:	<b>Planning; Zoning; Conservation; Agricultural; Parks &amp; Recreation</b>

Public Library      **Marlow Town**

<b>EMERGENCY SERVICES</b>		
Police Department	<b>Part-time</b>	
Fire Department	<b>Volunteer</b>	
Emergency Medical Service	<b>Volunteer</b>	

Nearest Hospital(s)	Distance	Staffed Beds
<b>Cheshire Medical Center, Keene</b>	<b>17 miles</b>	<b>140</b>

<b>UTILITIES</b>		
Electric Supplier	<b>Granite State; PSNH; NH Electric Coop</b>	
Natural Gas Supplier	<b>None</b>	
Water Supplier	<b>Private wells</b>	
Sanitation	<b>Private septic</b>	
Municipal Wastewater Treatment Plant	<b>No</b>	
Solid Waste Disposal	<b>None</b>	
Curbside Trash Pickup	<b>No</b>	
Pay-As-You-Throw Program	<b>No</b>	
Recycling Program	<b>Mandatory</b>	
Telephone Company	<b>Fairpoint</b>	
Cellular Telephone Access	<b>Yes</b>	
Cable Television Access	<b>Limited</b>	
Public Access Television Station	<b>No</b>	
High Speed Internet Service:	Business	<b>Limited</b>
	Residential	<b>Limited</b>

<b>PROPERTY TAXES</b>		(NH Dept. of Revenue Administration)
2012 Total Tax Rate (per \$1000 of value)	<b>\$25.66</b>	
2012 Equalization Ratio	<b>108.8</b>	
2012 Full Value Tax Rate (per \$1000 of value)	<b>\$27.63</b>	

2012 Percent of Local Assessed Valuation by Property Type	
Residential Land and Buildings	<b>91.7%</b>
Commercial Land and Buildings	<b>5.3%</b>
Public Utilities, Current Use, and Other	<b>3.0%</b>

<b>HOUSING</b>		(ACS 2008-2012)
Total Housing Units	<b>439</b>	
Single-Family Units, Detached or Attached	<b>410</b>	
Units in Multiple-Family Structures:		
Two to Four Units in Structure	<b>0</b>	
Five or More Units in Structure	<b>0</b>	
Mobile Homes and Other Housing Units	<b>29</b>	

<b>DEMOGRAPHICS</b>		(US Census Bureau)
Total Population	Community	County
2012	<b>745</b>	<b>76,851</b>
2010	<b>742</b>	<b>77,117</b>
2000	<b>750</b>	<b>73,993</b>
1990	<b>651</b>	<b>70,223</b>
1980	<b>542</b>	<b>62,116</b>
1970	<b>390</b>	<b>52,364</b>

#### Demographics, American Community Survey (ACS) 2008-2012

Population by Gender	
Male	<b>463</b>
Female	<b>427</b>

Population by Age Group	
Under age 5	<b>35</b>
Age 5 to 19	<b>187</b>
Age 20 to 34	<b>74</b>
Age 35 to 54	<b>332</b>
Age 55 to 64	<b>105</b>
Age 65 and over	<b>157</b>
Median Age	<b>44.2 years</b>

Educational Attainment, population 25 years and over	
High school graduate or higher	<b>92.9%</b>
Bachelor's degree or higher	<b>19.5%</b>

<b>INCOME, INFLATION ADJUSTED \$</b>		(ACS 2008-2012)
Per capita income	<b>\$25,640</b>	
Median 4-person family income	<b>\$66,250</b>	
Median household income	<b>\$63,636</b>	

Median Earnings, full-time, year-round workers	
Male	<b>\$48,750</b>
Female	<b>\$38,882</b>

Individuals below the poverty level	<b>5.1%</b>
-------------------------------------	-------------

<b>LABOR FORCE</b>			(NHES - ELMI)
Annual Average	2002	2012	
Civilian labor force	<b>439</b>	<b>420</b>	
Employed	<b>427</b>	<b>398</b>	
Unemployed	<b>12</b>	<b>22</b>	
Unemployment rate	<b>2.7%</b>	<b>5.2%</b>	

<b>EMPLOYMENT &amp; WAGES</b>			(NHES - ELMI)
Annual Average Covered Employment	2002	2012	
Goods Producing Industries			
Average Employment	<b>n</b>	<b>n</b>	
Average Weekly Wage	<b>n</b>	<b>n</b>	
Service Providing Industries			
Average Employment	<b>n</b>	<b>n</b>	
Average Weekly Wage	<b>n</b>	<b>n</b>	
Total Private Industry			
Average Employment	<b>59</b>	<b>48</b>	
Average Weekly Wage	<b>\$ 621</b>	<b>\$ 678</b>	
Government (Federal, State, and Local)			
Average Employment	<b>39</b>	<b>48</b>	
Average Weekly Wage	<b>\$ 297</b>	<b>\$ 368</b>	
Total, Private Industry plus Government			
Average Employment	<b>98</b>	<b>95</b>	
Average Weekly Wage	<b>\$ 492</b>	<b>\$ 523</b>	

If "n" appears, data do not meet disclosure standards.

**EDUCATION AND CHILD CARE**

Schools students attend: **Marlow operates grades K-6; grades 7-12 are tuitioned to Keene**  
 Career Technology Center(s): **The Cheshire Career Center, Keene; Fall Mountain Regional High School - CTE, Langdon; Windham Regional Career Center, Brattleboro, VT**

District: **SAU 29**  
 Region: **13**

Educational Facilities (includes Charter Schools)	Elementary	Middle/Junior High	High School	Private/Parochial
Number of Schools	1			
Grade Levels	K 1-6			
Total Enrollment	35			

Nearest Community College: **River Valley**

Nearest Colleges or Universities: **Keene State; New England; Antioch New England**

2013 NH Licensed Child Care Facilities (DHHS-Bureau of Child Care Licensing) Total Facilities: **0** Total Capacity: **0**

**LARGEST BUSINESSES**

Audio Accessories, Inc.

**PRODUCT/SERVICE**

Audio cables, patch cords, & patch boards

**EMPLOYEES**

30

**ESTABLISHED**

1966

**TRANSPORTATION (distances estimated from city/town hall)**

Road Access US Routes  
 State Routes **10, 123, 123A**  
 Nearest Interstate, Exit **I-91 (VT), Exit 5**  
 Distance **20 miles**

Railroad **No**  
 Public Transportation **No**

Nearest Public Use Airport, General Aviation

**Dillant-Hopkins, Keene** Runway **6,201 ft. asphalt**  
 Lighted? **Yes** Navigation Aids? **Yes**

Nearest Airport with Scheduled Service

**Lebanon Municipal** Distance **49 miles**  
 Number of Passenger Airlines Serving Airport **1**

Driving distance to select cities:

Manchester, NH **50 miles**  
 Portland, Maine **150 miles**  
 Boston, Mass. **98 miles**  
 New York City, NY **237 miles**  
 Montreal, Quebec **232 miles**

**COMMUTING TO WORK**

(ACS 2008-2012)

Workers 16 years and over

Drove alone, car/truck/van **79.4%**  
 Carpooled, car/truck/van **6.0%**  
 Public transportation **0.0%**  
 Walked **7.5%**  
 Other means **0.0%**  
 Worked at home **7.0%**

Mean Travel Time to Work **31.5 minutes**

**Percent of Working Residents: ACS 2008-2012**

Working in community of residence **19.6**  
 Commuting to another NH community **71.1**  
 Commuting out-of-state **9.3**

**RECREATION, ATTRACTIONS, AND EVENTS**

Municipal Parks  
 YMCA/YWCA  
 Boys Club/Girls Club  
 Golf Courses  
 Swimming: Indoor Facility  
 Swimming: Outdoor Facility  
 Tennis Courts: Indoor Facility  
 Tennis Courts: Outdoor Facility  
 Ice Skating Rink: Indoor Facility  
 Bowling Facilities  
 X Museums  
 Cinemas  
 Performing Arts Facilities  
 X Tourist Attractions  
 X Youth Organizations (i.e., Scouts, 4-H)  
 Youth Sports: Baseball  
 Youth Sports: Soccer  
 Youth Sports: Football  
 Youth Sports: Basketball  
 Youth Sports: Hockey  
 Campgrounds  
 X Fishing/Hunting  
 X Boating/Marinas  
 X Snowmobile Trails  
 X Bicycle Trails  
 X Cross Country Skiing  
 Beach or Waterfront Recreation Area  
 Overnight or Day Camps

Nearest Ski Area(s): **Mount Sunapee**

Other: **Rock Climbing; October Fest**

## MARLOW HISTORICAL SOCIETY

The Marlow Historical Society was established on May 18, 1976, and its first officers were Allan W. Plumb, Jr., Margery G. Davis, Audrey M. Benson, Marguerite A. Rhoades, and Beatrice E. Andrews. Throughout these 38 years the Society has been faithful to its mission statement: to illuminate and preserve Marlow's history. We work to restore and protect the town's historic sites and buildings; and to collect, preserve and share its historic artifacts and documents.

Our office, archives and museum are located on the second floor of the Methodist Chapel, on the banks of Tin Shop Pond. The museum is open during the warm months, beginning in May with an Open House during the Memorial Day Activities, and then every third Sunday, from 9:30 to 12:00, until October. It is also open by appointment by calling 446-7421 or 446-2292.

Our quarterly newsletter is distributed to members, and is available at the Town Library and the Town Office. In keeping with the 150th anniversary of the Civil War, we made it the theme of our Summer 2013 newsletter, including an article about Dr. Marshall Perkins, one of Marlow's outstanding citizens, who served in the war as assistant surgeon in the Fourteenth NH Regiment. The newsletters have also featured Joe Feuer's evocative articles about growing up in Marlow.

To mention a few of our activities through the year: We continued our outreach to the students of the Perkins School by sponsoring a NH Humanities Council presentation by Dr. Robert Goodby, professor at Franklin Pierce U., who held the students spellbound describing archeological practices and early native history in New Hampshire. We explored ways of preserving the valuable painted backdrops in Jones Hall. We had the foundation of Murray Hall examined by an expert. Members of our board took part in the Historical Society of Cheshire County Roundtable discussions. And of course we continued to host genealogical researchers and provide cemetery tours, both through our Forum and as personal guides.

The Historical Society owns two historic structures: the Hearse House on Church Street, and Murray Hall, formerly the Grange, on Forest Rd. Murray Hall was deeded to the Society in 2002, and we plan to refurbish it and make it our permanent home. This spring will see a foundation upgrade of this historic building, which is structurally sound. It will then require wiring and carpentry work to create a more useable space. It will house our office and provide room for meetings; and we will be able to display our historical collection properly, on the ground floor, with ample space to expand.

This summer we are teaming with the members of the Odd Fellows to hold a huge silent auction at the Perkins School. The proceeds will be split evenly between the two organizations, and our portion will be allocated to the Murray Hall project.

During the year we benefited from the generosity of many individuals. We are especially grateful to the Brady family, who showed their love for the town of Marlow by asking that donations be made to the Historical Society in memory of Bill. The Marlow Quilters donated one of their beautiful creations to be raffled in order to raise funds for both the Society and the Church. It was raffled during the Christmas celebration at the Lodge, and Clay Bradley was the happy winner. Dr. Arthur Cohen donated to the Society the windlass from the old slaughterhouse off Lewis Road. It was important to rescue this important artifact while still intact, and it is being stored securely until we can provide adequate housing for it.

We thank all our members, near and far, who support our efforts with their dues and donations. You are the lifeblood of the society.

Please note our new website: [www.mhsnewhampshire.org](http://www.mhsnewhampshire.org), and our email address: [mhsnewhampshire@gmail.com](mailto:mhsnewhampshire@gmail.com).

# IOOF MARLOW ODD FELLOWS FOREST LODGE #69



Independent Order of Odd Fellows  
Forest Lodge #69  
PO Box 269, 5 Church Street  
Marlow, NH 03456  
E-mail: forestlodge69@gmail.com  
Web: <https://sites.google.com/site/forestlodge69/>

Forest Lodge #69, International Order of Odd Fellows in Marlow, completed another year of service to the community. Various fund raising events included our placemat advertising program, monthly breakfasts, hall donations, and dinners. The money raised funded over \$2000.00 in scholarships to graduating seniors and a one week campership to an elementary school student. Other activities included a road clean-up, wood delivery to needy residents, town Christmas tree lighting and Santa Claus, and donations to several causes of which we were made aware of by the Grand Lodge.

It has been a financially difficult time for many of us in the community and Odd Fellows is not exempt as we have had to find ways to continue what we have been doing with less. Yet our mission remains to be of service to our community and a gathering place where we can come together as a community. As long as we can keep the lights on, that will happen. We gained 2 new members this year and hope to continue gaining members to keep our organization vibrant. If you are new to town or want to become a part of what we do (male or female), please speak to our Noble Grand, Lyle Handy Sr. (446-3365).



Although we did not hear of any new Marlow babies in 2012, we sure were busy in 2013. We learned of TEN new arrivals. We delivered our bundle of gifts to 8 baby boys and 2 baby girls. It was so much fun.

A quilted memorial quilt for a child named Anna. The quilt features two large, stylized trees made of geometric triangles in green, yellow, and red, with dark brown trunks. The background is a light-colored fabric with green borders. Various items are placed on the quilt, including a book titled "Five Little Monkeys", a book titled "Animals", and several photographs. A small white card with the name "Anna" is also visible. The quilt is laid out on a patterned surface.



## MARLOW UNITED METHODIST CHURCH



The Marlow United Methodist Church offers the community a friendly, inviting place to join neighbors in fellowship and worship. Although officially a Methodist church, our congregation consists of many denominations, and everyone is welcome.

Projects begun in 2012 were brought to completion in 2013. With many generous donations our goal of \$20,000 was reached for the repair of the steeple and roof. Work was completed in late summer of 2013 on the steeple, and roof repairs will proceed over the coming year. Volunteers built storage cabinets and counter at the back of the church, bulletin boards were put up, and painting to the church front will be completed.

The church serves the community and beyond in many ways. The Third Sunday Food Pantry has been well supported this year. The town residents have been very generous filling the drop-off boxes at the Town Offices, Library, and School. We, at present, have seven families receiving support from this ministry. This year, in honor of Mother's Day donations were made to the Pregnancy Resource Center in Keene, and after the Philippine Tsunami the church sent \$650 for relief.

In August we held a very successful Bible School. Families came for dinner at 5 PM, after which children took part in singing, bible stories, games. Many of the week's activities took place in the Park, which was decorated with tents and banners, representing the Early Church and Paul's Missionary Journey's. Volunteers dressed in appropriate costumes. A new undertaking this year is a Prayer Shawl Ministry. Knitters make shawls which are then given to anyone who might be in need of comfort. A Cancer Support group has also begun. Again this year our Auction, held the last Saturday in July, was successful, and in September we organized a community picnic attended by nearly 75 people who enjoyed good food, fellowship, and live music.

The Women's Fellowship of Christian Service works to support the ministry of the church and maintain the Chapel. The monthly organizing of Friendly Meals, serving and cleanup is provided through the Fellowship. The group helps with support of the Bruce family, missionaries serving in Ecuador, and provide help for needs in the community. We collect needed articles for the Women's Prison in Goffstown, donate to Home Healthcare in Keene who provide dinners for Friendly Meals, and give food cards at holiday time to food pantry families.

Two thousand thirteen has been an active year for the Marlow United Methodist Church. Please join with Pastor Eric Feustel and members of the congregation at 9AM on Sunday morning for worship.



## CONGRATULATIONS TO 2013 MARLOW EAGLE SCOUTS



At right: Matthew Ascani



Project: replacing boards and sprucing up the gazebo at Abbie Werner Patria Memorial Park at the Odd Fellows and landscaping around the gazebo.



Left to right: Matthew, Nathan and Adam Manning.

Matthew's project was to benefit the Marlow Library, repairing and painting the book drop, building a wall book display in the children's area as well as cleaning out old and damaged books and reorganizing the children's area. He added a small table and a new chair as well.

Nathan's project was to benefit The Orchard School in Alstead.

He chose to work on a nature trail for the school clearing a path and building a bridge adding trail markers and sitting areas along the path as well as making a sign with a map of the trail placed at the entrance.

Adam's project was to benefit The Orchard School in Alstead. He chose to teach five classes to the Farmers and Foragers group ranging in age 10-14 years old. The classes taught many skills in various areas: 1. Preparedness 2. Plant and tree identification 3. Fire building and safety 4. Shelter building and 5. Orienteering.

# MARLOW CHILDREN'S ENRICHMENT TRUST

Marlow Children's Enrichment Trust

PO Box 1001

Marlow, NH 03456



"A society grows great when old men plant trees whose shade they know they shall never sit in." A Greek Proverb

March, 2014

Greetings to our Marlow neighbors,

Over the past few years, a group of concerned Marlow residents and staff at the J. D. Perkins School have banded together to discuss and plan and work to find ways to enrich the lives of

our children. This group was formed when the NH legislature opted to change the formula for school funding, which would leave many rural towns with far less funding than wealthier towns and cities.

As a result of our brain storming the Marlow Children's Enrichment Trust was formed. We drew from other successful programs in the surrounding communities.

The purpose of this Trust is to "...assist education and developmental opportunities of children in the community of Marlow, New Hampshire." This trust is not connected to the Marlow School District or the Town of Marlow, although the intent, in part, is to work with the Marlow School Board and the staff at J. D. Perkins School to enhance learning opportunities for our students.

The money raised through donations and fund raisers will allow us to begin offering programs and opportunities to students in our community.

Please consider supporting this deserving effort. There are many ways you can help: volunteer your time, donate toward a fund raiser, or offer a monetary donation. Please consider naming the Marlow Children's Enrichment Trust 'in lieu' of flowers in memory of a loved one, or bequeathing a monetary gift to the Trust in your Will.

Monetary donations can be made to the Marlow Children's Enrichment Trust sent to the address above.

Our goal is to be able to offer money toward programs or activities at the start of the 2014/2015 school year. We truly hope you also want to reach out to our future generations and offer them inspirations and aspirations to reach far and high.

Sincerely,

The Trustees of the Marlow Children's Enrichment Trust,  
Donna Chase, Chair, Sandy Salo, Vice Chair,  
Barbara White, Treasurer, Jane Leech, Secretary,  
and Jane Vincello, Trustee.

# **SCHOOL REPORTS**

# SCHOOL DISTRICT OFFICERS, AGENTS AND EMPLOYEES

## OFFICERS, AGENTS AND EMPLOYEES OF THE MARLOW SCHOOL DISTRICT

Marcia Levesque, Chair	Term Expires 2015
Jane Leech	Term Expires 2014
Karin Asseng	Term Expires 2014

### *N.H. SCHOOL ADMINISTRATIVE UNIT 29 ADMINISTRATION*

Wayne Woolridge, Superintendent  
Dan Black, Interim Assistant Superintendent  
Reuben Duncan, Assistant Superintendent of Towns/Curriculum  
John R. Harper, SAU 29 Business Administrator  
Timothy L. Ruehr, Business Administrator for Towns  
Catherine Woods, Director of Special Education  
Nancy Deutsch, Manager of Human Resources  
Mustafa Zwebti, Director of Technology  
Liz Dunn, Special Education Coordinator for Towns

### *STAFF*

Phyllis Peterson	Principal
Alice Scharf	Secretary
Kelly Snair	Grades K/1
Leah Giles	Grades 2-4
Susan Brabec	Grades 5/6
Darlene Jiang-Demetriou	Special Education
Dawn Elliott	Aide
Kathy Peets	Aide
Emma Strandfeldt	Aide
Michelle Tiani	Physical Education
Anna Johnson	Music
Scott Aronowitz	Spanish
Jennifer Brown	Media Generalist
Rebecca LaQuerre	Art
Becky Kohler	Guidance Counselor
Simone Perry	Speech Therapist
Karen Nickerson	Nurse
Lynn Flemming	Occupational Therapist
Michael Elliott	Custodian

### *OFFICERS*

Joseph N. Feuer	Moderator
Beth A. LaFreniere	Clerk
Donna Chase	Treasurer
Plodzik & Sanderson	Auditor

## COMPLIANCE STATEMENT

This school district receives federal financial assistance. In order to continue receiving such federal financial assistance, this school district will not discriminate in their educational programs, activities or employment practices on the basis of race, language, sex, age, or handicapping condition, under the provisions of Title IX of the 1972 Educational Amendments; Section 504 of the Rehabilitation Act of 1973.

Complaints regarding compliance with Title IX regulations should be submitted in writing to the Title IX liaison for School Administrative Unit 29, the Manager of Human Resources, 193 Maple Avenue, Keene, New Hampshire.

Complaints regarding compliance with Rehabilitation Act of 1973 - Section 504 should be submitted in writing to the Director of Special Education, 193 Maple Avenue, Keene, New Hampshire.

*Wayne E. Woolridge*  
Superintendent of Schools

# STATE OF NEW HAMPSHIRE SCHOOL WARRANT

To the inhabitants of the school district in the Town of Marlow qualified to vote in District affairs:

You are hereby notified to meet at the John D. Perkins School in the Town of Marlow on the 11<sup>th</sup> day of March, 2014, between the hours of 2:00 p.m. and 7:00 p.m. to act upon the following article:

ARTICLE 1: To choose all necessary school district officers:

Two School Board Members for three-year terms  
Two School Board Members for two-year terms  
A moderator for the ensuing year  
A clerk for the ensuing year  
A treasurer for the ensuing year from July 1, 2014

Given under our hands at said Marlow, this 12<sup>th</sup> day of February, 2014.

MARLOW SCHOOL BOARD

*Marcia Levesque, Chair*  
*Karin Asseng*  
*Jane Leech*

# STATE OF NEW HAMPSHIRE SCHOOL WARRANT

To the inhabitants of the school district in the Town of Marlow qualified to vote in District affairs:

You are hereby notified to meet at the John D. Perkins, Sr. School in Marlow School District on the 13th day of March, 2014, at 7:00 p.m. to act upon the following articles:

ARTICLE 1: To hear the reports of agents, auditors, committees or officers chosen, and to pass any vote relating thereto.

ARTICLE 2: To see if the District will vote to raise and appropriate the Marlow School Board's recommended amount of \$1,681,759 for the support of schools, for the salaries for school district officials and agents, and for the statutory obligations of the District, or to take any other action in relation thereto.

ARTICLE 3: To see if the school district will vote to approve the cost items included in the collective bargaining agreement reached between the Marlow School Board and the Marlow Education Association which calls for the following increases in salaries and benefits:

Year	Estimated Increase
<b>2014-15</b>	<b>\$ 9,211</b>
<b>2015-16</b>	<b>\$ 7,374</b>
<b>2016-17</b>	<b>\$ 8,564</b>

and further to raise and appropriate the sum of \$9,211 for the 2014-2015 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid the prior fiscal year.

ARTICLE 4: Shall the District, if article 3 is defeated, authorize the School Board to call one special district meeting. At its option, to address article 3 cost items only?

ARTICLE 5: To see if the District will vote in favor of changing the terms of the School District Clerk, Moderator, and Treasurer from One year terms to Two year terms, the change would take effect on next years' regular District Meeting, March, 2015; or to take any other action in relation thereto. ( Must use ballot vote)

ARTICLE 6: To see if the District will vote to reduce the number of members of the School Board from five (5) to three (3) as set forth in RSA 671:4 effective at the close of the Annual Meeting for 2015. New members elected in the 2014 election will serve 1-year terms which will expire with the Annual Meeting of 2015. Thereafter, each member will serve 3-year terms, one person elected in each year except in the case of a vacancy. Or take any other action in relation thereto.

ARTICLE 7: To see if the District will vote to appropriate and authorize the School Board to transfer up to \$15,000 of its unencumbered funds, if any, remaining on hand at the end of the fiscal year, June 30, 2014; the sum of \$15,000 to be deposited in the Capital Reserve Fund established by voters at the March 2002 District Meeting for the purpose of major renovation / reconstruction of the school buildings and grounds and related costs, or to take any other action in relation thereto. *(The Marlow School Board supports favorable action on this warrant article.)*

ARTICLE 8: To see if the District will vote to appropriate and authorize the School Board to transfer up to \$15,000 of its unencumbered funds, if any, remaining on hand at the end of the fiscal year, June 30, 2014 the sum of \$15,000 to be deposited in the Revenue Replacement Expendable Trust established by the voters at the 2012 District Meeting for the purpose of offsetting any revenue reduction from the State of New Hampshire from previous years' receipts, or to take any other action in relation thereto. If there is an insufficient undesignated fund balance as of June 30, 2014 to fund this appropriation and the appropriation in Article 7 (Capital Reserve Fund), Article 7 will be funded first, with any additional surplus to be applied to this warrant article. *(The Marlow School Board supports favorable action on this warrant article.)*

ARTICLE 9: To see if the District will vote to appropriate and authorize the School Board to transfer up to \$15,000 of its unencumbered funds, if any, remaining on hand at the end of the fiscal year, June 30, 2014 the sum of \$15,000 to be deposited in the Tuition Trust Fund established by the voters at the 1993 District Meeting for the purpose of paying future year regular/special education tuition, or to take any other action in relation thereto. If there is an insufficient undesignated fund balance as of June 30, 2014 to fund this appropriation and the appropriations in Articles 7 & 8, Article 7 then Article 8 will be funded first, with any additional surplus to be applied to this warrant article. (The Marlow School Board supports favorable action on this warrant article.)

ARTICLE 10: To transact any other business that may legally come before this meeting.

Given under our hands at said Marlow, this 12<sup>th</sup> day of February, 2014.

MARLOW SCHOOL BOARD

*Marcia Levesque, Chair*  
*Karin Asseng*  
*Jane Leech*

**2013-2014 PROPOSED BUDGET**

**MARLOW SCHOOL DISTRICT**

**PROPOSED**

**2014-2015 SCHOOL BUDGET**

**DISTRICT MEETING**

**March 13, 2014**

**MARLOW SCHOOL DISTRICT**

**2014-2015 PROPOSED BUDGET**  
**Expense Accounts**

	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2014-15 PROPOSED</b>	<b>(2013-14 TO 2014-15) \$ Change</b>	<b>% Change</b>
<b>REG INSTRUCTION (1100)</b>					
Salaries	\$148,424	\$160,163	\$186,863	\$26,700	16.67%
Benefits	\$78,101	\$86,236	\$86,920	\$684	0.79%
Professional Services	\$11,866	\$14,900	\$10,923	(\$3,977)	-26.69%
Mileage	\$0	\$0	\$0	\$0	0.00%
Supplies	\$4,915	\$4,640	\$4,840	\$200	4.31%
Books & Periodicals	\$3,303	\$3,950	\$4,088	\$138	3.49%
Software	\$85	\$1,200	\$400	(\$800)	-66.67%
Equipment/ Furniture	\$0	\$700	\$700	\$0	0.00%
KMS Tuition	\$205,579	\$208,764	\$118,525	(\$90,239)	-43.23%
KHS Tuition	\$270,125	\$249,081	\$374,340	\$125,259	50.29%
<b>Totals</b>	<b>\$722,398</b>	<b>\$729,634</b>	<b>\$787,599</b>	<b>\$57,965</b>	<b>7.94%</b>
<b>SPECIAL EDUCATION (1200)</b>					
Salaries	\$62,800	\$64,188	\$77,258	\$13,070	20.36%
Benefits	\$30,574	\$32,701	\$21,874	(\$10,827)	-33.11%
Professional Services	\$4,638	\$0	\$0	\$0	0.00%
Materials(Supplies)	\$385	\$150	\$150	\$0	0.00%
Books & Periodicals	\$57	\$150	\$150	\$0	0.00%
Equip/Furniture	\$0	\$0	\$0	\$0	0.00%
Tuition Preschool	\$10,790	\$3,000	\$3,000	\$0	0.00%
KMS Tuition	\$12,005	\$56,092	\$104,476	\$48,384	86.26%
KHS Tuition	\$180,093	\$71,628	\$134,290	\$62,662	87.48%
Tuitions Out-of-Dist.	\$109,660	\$118,000	\$68,900	(\$49,100)	-41.61%
Extended School Year	\$644	\$1,223	\$1,223	\$0	0.00%
<b>Totals</b>	<b>\$411,646</b>	<b>\$347,132</b>	<b>\$411,321</b>	<b>\$64,189</b>	<b>18.49%</b>
<b>ATTENDANCE SERVICES (2110)</b>					
Salaries	\$50	\$50	\$50	\$0	0.00%
<b>Totals</b>	<b>\$50</b>	<b>\$50</b>	<b>\$50</b>	<b>\$0</b>	<b>0.00%</b>
<b>GUIDANCE SERVICES (2120)</b>					
Salaries - Shared Position	\$10,942	\$11,550	\$12,546	\$996	8.62%
Testing- NWEA	\$475	\$450	\$400	(\$50)	-11.11%
Guidance Materials/ Mileage	\$147	\$600	\$300	(\$300)	-50.00%
Eval & Placement	\$945	\$1,500	\$1,500	\$0	0.00%
<b>Totals</b>	<b>\$12,509</b>	<b>\$14,100</b>	<b>\$14,746</b>	<b>\$646</b>	<b>4.58%</b>
<b>HEALTH SERVICES (2130)</b>					
Salaries	\$4,475	\$4,650	\$4,650	\$0	0.00%
Benefits	\$358	\$375	\$375	\$0	0.00%
Purchased Health Services	\$18,169	\$0	\$35,600	\$35,600	N/A
Health Supplies	\$62	\$400	\$400	\$0	0.00%
<b>Totals</b>	<b>\$23,063</b>	<b>\$5,425</b>	<b>\$41,025</b>	<b>\$35,600</b>	<b>656.22%</b>
<b>PSYCHOLOGICAL SERVICES (2140)</b>					
Counseling/Psych Services	\$6,230	\$11,100	\$11,100	\$0	0.00%
<b>Totals</b>	<b>\$6,230</b>	<b>\$11,100</b>	<b>\$11,100</b>	<b>\$0</b>	<b>0.00%</b>

**Expense Accounts (continued)**

	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2014-15 PROPOSED</b>	<b>(2013-14 TO 2014-15) \$ Change</b>	<b>% Change</b>
<b>SPEECH SERVICES (2150)</b>					
Speech Services	\$17,504	\$19,800	\$19,800	\$0	0.00%
Supplies	\$0	\$200	\$200	\$0	0.00%
<b>Totals</b>	<b>\$17,504</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>0.00%</b>
<b>STUDENT SERVICES (2160)</b>					
Physical Therapy	\$0	\$0	\$0	\$0	0.00%
Occupational Therapy	\$3,994	\$10,500	\$7,500	(\$3,000)	-28.57%
Supplies	\$0	\$100	\$100	\$0	0.00%
<b>Totals</b>	<b>\$3,994</b>	<b>\$10,600</b>	<b>\$7,600</b>	<b>(\$3,000)</b>	<b>-28.30%</b>
<b>CURRICULUM &amp; STAFF DEVELOPMENT (2210)</b>					
Salaries & Benefits	\$0	\$717	\$717	\$0	0.00%
Course Reimbursement	\$0	\$1,600	\$1,600	\$0	0.00%
Management Development	\$0	\$0	\$0	\$0	0.00%
Staff Dev.(Workshops)	\$1,187	\$2,300	\$2,300	\$0	0.00%
Mileage	\$0	\$400	\$400	\$0	0.00%
<b>Totals</b>	<b>\$1,187</b>	<b>\$5,017</b>	<b>\$5,017</b>	<b>\$0</b>	<b>0.00%</b>
<b>MEDIA SERVICES (2220)</b>					
Media Genealist Salary	\$8,000	\$8,300	\$8,300	\$0	0.00%
Benefits	\$640	\$668	\$668	\$0	0.00%
Repairs to Equipment	\$0	\$0	\$0	\$0	0.00%
Library Books	\$989	\$880	\$880	\$0	0.00%
Library Supplies/Furniture	\$0	\$0	\$0	\$0	0.00%
Media Membership	\$0	\$0	\$0	\$0	0.00%
<b>Totals</b>	<b>\$9,629</b>	<b>\$9,848</b>	<b>\$9,848</b>	<b>\$0</b>	<b>0.00%</b>
<b>SCHOOL BOARD/SAU (2310/2320)</b>					
Salaries	\$4,434	\$5,025	\$5,025	\$0	0.00%
Benefits	\$356	\$397	\$397	\$0	0.00%
Legal & Audit	\$5,500	\$8,250	\$8,250	\$0	0.00%
Negotiations	\$0	\$0	\$0	\$0	0.00%
Board/Treasurer Expense	\$307	\$500	\$500	\$0	0.00%
School Board Assoc.	\$0	\$0	\$0	\$0	0.00%
SAU #29	\$51,197	\$51,715	\$51,188	(\$527)	-1.02%
<b>Totals</b>	<b>\$61,794</b>	<b>\$65,887</b>	<b>\$65,360</b>	<b>(\$527)</b>	<b>-0.80%</b>
<b>SCHOOL ADMINISTRATION (2400)</b>					
Salaries	\$77,914	\$79,222	\$60,949	(\$18,273)	-23.07%
Benefits	\$20,729	\$22,864	\$36,460	\$13,596	59.46%
Copier	\$513	\$700	\$700	\$0	0.00%
Telephone	\$9,669	\$9,500	\$9,700	\$200	2.11%
Postage/Printing	\$131	\$350	\$350	\$0	0.00%
Mileage	\$0	\$550	\$550	\$0	0.00%
Office Supplies	\$339	\$900	\$900	\$0	0.00%
Admin Software	\$288	\$306	\$306	\$0	0.00%
Equipment	\$475	\$250	\$250	\$0	0.00%
<b>Totals</b>	<b>\$110,058</b>	<b>\$114,642</b>	<b>\$110,165</b>	<b>(\$4,477)</b>	<b>-3.91%</b>

**Expense Accounts (concluded)**

	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2014-15 PROPOSED</b>	<b>(2013-14 TO 2014-15) \$ Change</b>	<b>% Change</b>
<b>BUILDING SERVICES (2600)</b>					
Salaries	\$15,823	\$15,016	\$15,354	\$338	2.25%
Benefits	\$1,504	\$1,434	\$1,467	\$33	2.30%
Maintenance Services	\$7,895	\$12,100	\$12,100	\$0	0.00%
Bldg Projects/Improvements	\$0	\$0	\$0	\$0	0.00%
P&L Insurance	\$1,445	\$1,800	\$1,800	\$0	0.00%
Custodial Supplies	\$2,742	\$2,500	\$2,500	\$0	0.00%
Building Materials	\$1,450	\$1,200	\$1,200	\$0	0.00%
Electricity	\$5,446	\$7,250	\$7,250	\$0	0.00%
Heat	\$10,112	\$15,000	\$15,000	\$0	0.00%
Equipment	\$640	\$500	\$500	\$0	0.00%
<b>Totals</b>	<b>\$47,056</b>	<b>\$56,800</b>	<b>\$57,171</b>	<b>\$371</b>	<b>0.65%</b>
<b>PUPIL TRANSPORTATION (2700)</b>					
Services	\$85,349	\$79,757	\$79,257	(\$500)	-0.63%
<b>Totals</b>	<b>\$85,349</b>	<b>\$79,757</b>	<b>\$79,257</b>	<b>(\$500)</b>	<b>-0.63%</b>
<b>STAFF SERVICES (2800)</b>					
Record Check/ Unemployment	\$154	\$1,000	\$1,000	\$0	0.00%
Student Loan Reimbursement	\$3,000	\$3,000	\$3,000	\$0	0.00%
Scholarships	\$500	\$0	\$0	\$0	0.00%
<b>Totals</b>	<b>\$3,654</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$0</b>	<b>0.00%</b>
<b>OPERATING BUDGET SUB-TOTALS</b>	<b>\$1,516,120</b>	<b>\$1,473,992</b>	<b>\$1,624,259</b>	<b>\$150,267</b>	<b>10.19%</b>
<b>TRANSFER FUNDS</b>					
School Lunch	\$2,426	\$2,000	\$2,500	\$500	25.00%
Federal Programs	\$0	\$55,000	\$55,000	\$0	0.00%
Capital Reserve (bldg)	\$9,510	\$25,000	\$0	(\$25,000)	-100.00%
Expendable Trust (tuition)	\$0	\$25,000	\$0	(\$25,000)	-100.00%
Expendable Trust (rev. repl.)	\$25,000	\$25,000	\$0	(\$25,000)	-100.00%
<b>Totals</b>	<b>\$36,936</b>	<b>\$132,000</b>	<b>\$57,500</b>	<b>(\$74,500)</b>	<b>-56.44%</b>
<b>GRAND TOTALS</b>	<b>\$1,553,056</b>	<b>\$1,605,992</b>	<b>\$1,681,759</b>	<b>\$75,767</b>	<b>4.72%</b>

**MARLOW SCHOOL DISTRICT**  
**2014-2015 PROPOSED BUDGET**  
Revenue Accounts

Revenue Accounts	2012-13 ACTUAL	2013-14 BUDGET	2014-15 PROPOSED	(2013-14 TO 2014-15) \$ Change % Change	
<b>LOCAL</b>					
Local Property Tax	\$928,286	\$619,738	\$835,268	\$215,530	34.78%
Unreserved Fund Balance	\$0	\$89,563	\$0	(\$89,563)	-100.00%
Reserved Fund Balance	\$0	\$75,000	\$0	(\$75,000)	-100.00%
Interest Income	\$187	\$200	\$200	\$0	0.00%
Transfer from Cap. Res.(bldg)	\$0	\$0	\$0	\$0	0.00%
Transfer from Exp. Trst.(tuition)	\$0	\$0	\$0	\$0	0.00%
Tuition	\$0	\$0	\$0	\$0	0.00%
Other	\$5,868	\$6,040	\$4,500	(\$1,540)	-25.50%
<b>Sub-Total Local</b>	<b>\$934,341</b>	<b>\$790,541</b>	<b>\$839,968</b>	<b>\$49,427</b>	<b>6.25%</b>
<b>STATE</b>					
Catastrophic Aid	\$25,780	\$3,608	\$15,200	\$11,592	321.29%
Net Change in Cat Aid Borrowing	\$0	\$0	\$0	\$0	0.00%
Medicaid Reimbursement	\$16,437	\$5,000	\$35,000	\$30,000	600.00%
Kindergarten Aid	\$0	\$0	\$0	\$0	0.00%
Adequacy Aid Grant	\$580,710	\$618,350	\$588,144	(\$30,206)	-4.88%
State Property Tax	\$152,541	\$133,493	\$148,447	\$14,954	11.20%
Other State	\$0	\$0	\$0	\$0	
<b>Sub-Total State</b>	<b>\$775,468</b>	<b>\$760,451</b>	<b>\$786,791</b>	<b>\$26,340</b>	<b>3.46%</b>
<b>FEDERAL/SPECIAL</b>					
Federal	\$0	\$55,000	\$55,000	\$0	0.00%
Child Nutrition	\$0	\$0	\$0	\$0	0.00%
<b>Sub-Total Federal</b>	<b>\$0</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$0</b>	<b>0.00%</b>
<b>GRAND TOTAL</b>	<b>\$1,709,809</b>	<b>\$1,605,992</b>	<b>\$1,681,759</b>	<b>\$75,767</b>	<b>4.72%</b>

Total Budget Increase      4.72%      \$75,767

School Property Tax Increase      30.60%      \$230,484

Projected Increase in Tax Rate      \$3.5062

Tax Increase on \$100,000 Home      \$351

	2011-12	2012-13	2013-14	2014-15	Projected Incr.
<b>Total School Property Tax</b>	<b>\$987,220</b>	<b>\$1,080,827</b>	<b>\$753,231</b>	<b>\$983,715</b>	<b>\$230,484</b>
Total School Property Tax Rate	\$15.34	\$16.48	\$11.48	\$14.99	\$3.51

# MARLOW SCHOOL DISTRICT

SUPPLEMENTAL INFORMATION REQUIRED PER RSA 32:11-a

## DETAIL OF ACTUAL EXPENDITURES AS A RESULT OF SPECIAL EDUCATIONAL SERVICES

	2011-12 ACTUAL	2012-13 ACTUAL
REVENUE		
State Adequacy Aid for Special Ed.	\$37,584	\$37,584
IDEA Entitlement Grant	\$31,361	\$9,893
Medicaid Reim.	\$25,824	\$16,437
Catastrophic Aid	\$14,325	\$25,780
TOTAL REVENUE	\$109,093	\$89,694
EXPENSE		
Instruction	\$606,590	\$407,304
Services	\$39,429	\$38,165
Transportation	\$50,387	\$21,805
IDEA Entitlement Grant	\$31,361	\$9,893
TOTAL EXPENSE	\$727,766	\$477,167
NET EXPENSE	\$618,673	\$387,473

# MARLOW SCHOOL DISTRICT

## MS and HS Keene Tuition Detail

	KMS Regular	KMS Sp. Ed.	KHS Regular	KHS Sp Ed.	TOTAL
2013-14 Rate \$	11,598	28,046	11,861	23,876	
2014-15 Rate \$	10,775	26,119	12,478	26,858	
\$ Rate Change	-823	-1,927	617	2,982	
% Rate Change	-7.1%	-6.9%	5.2%	12.5%	
2013-14 # of Students	18.0	2.0	21.0	3.0	44.0
2014-15 # of Students	11.0	4.0	30.0	5.0	50.0
Change in # of Students	-7.0	2.0	9.0	2.0	6.0
2013-14 Tuition Budget	208,764	56,092	249,081	71,628	585,565
2014-15 Tuition Budget	118,525	104,476	374,340	134,290	731,631
% Budget Change	-43.2%	0.0%	50.3%	87.5%	24.9%
\$ Budget Change	-90,239	48,384	125,259	62,662	146,066

## Marlow School District

### BUDGET COMPARISON BY LEVELS

	2012-13 ACTUAL	2013-14 BUDGET	2014-15 PROPOSED	(2013-14 TO 2014-15) \$ Change	% Change
Perkins School	\$659,300	\$723,792	\$741,493	\$17,701	2.45%
Transfers	\$36,936	\$132,000	\$57,500	(\$74,500)	-56.44%
Out-of-District Elementary	\$112,824	\$86,000	\$72,500	(\$13,500)	-15.70%
<b>Total Elementary</b>	<b>\$809,060</b>	<b>\$941,792</b>	<b>\$871,493</b>	<b>(\$70,299)</b>	<b>-7.46%</b>
Middle School Costs	\$227,115	\$324,334	\$282,479	(\$41,855)	-12.90%
High School Costs	\$516,881	\$339,866	\$527,787	\$187,921	55.29%
<b>Total Middle &amp; High School</b>	<b>\$743,996</b>	<b>\$664,200</b>	<b>\$810,266</b>	<b>\$146,066</b>	<b>21.99%</b>
<b>TOTAL DISTRICT BUDGET</b>	<b>\$1,553,056</b>	<b>\$1,605,992</b>	<b>\$1,681,759</b>	<b>\$75,767</b>	<b>4.72%</b>

# AUDITOR'S REPORT



Stephen D. Plodzik, PA  
Edward T. Perry, CPA  
James A. Sojka, CPA  
Sheryl A. Pratt, CPA

February 10, 2014

To the Members of the School Board  
Marlow School District  
193 Maple Avenue  
Keene, NH 03431

Dear Members of the Board:

Melodie A. Frazier, CPA  
Michael J. Campo, CPA  
Kathryn C. Sanders, CPA  
Donna M. LaClair, CPA  
Ashley J. Miller, CPA  
Tyler A. Paine, CPA  
Kyle G. Gingras, CPA

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Marlow School District for the year ended June 30, 2013. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated September 19, 2013. Professional standards also require that we communicate to you the following information related to our audit.

## Significant Audit Findings

### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Marlow School District are described in Note 1 to the financial statements. The District adopted GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position* in accordance with the required implementation date. Also, the School District early implemented GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, issued March 2012.

We noted no transactions entered into by the School District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the Marlow School District's financial statements was:

Management's estimate of the useful lives of capital assets is based on historical information and guidance provided by the industry. We evaluated the key factors and assumptions used to develop the useful lives of capital assets in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. No misstatements requiring adjustment were identified in the current year.

**PLODZIK & SANDERSON**  
*Professional Association / Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

# SCHOOL TREASURER

## Report of the Marlow School District Treasurer Fiscal Year July 1, 2012 to June 30, 2013

<b>Cash on Hand July 1, 2012</b>		\$ (18,949.21)
<b>Fiscal Year Receipts:</b>		
Received from Selectmen	\$ 1,080,827.00	
Revenue From State Sources	\$ 694,426.08	
Revenue from Federal Sources		
Received from Tuitions		
Received as Income from Trust Funds		
Received from Sale of Notes and Bonds		
Received from Capital Reserve Funds		
Received from All Other Sources	\$ 9,521.05	
Received from Interest		
<b>Total Receipts</b>	<b>\$ 1,784,774.13</b>	<b>\$ 1,784,774.13</b>
<b>Total amount avail for Fiscal Year</b>		<b>\$ 1,765,824.92</b>
<b>Less School Board Orders Paid</b>		<b>\$ 1,598,041.27</b>
<b>Balance on Hand June 30, 2013</b>		<b>\$ 167,783.65</b>
22 January 2014 Donna L. Chase, Treasurer		

## Marlow School District Received from Other Sources 2012 / 13

From	Source	Amount
Toadstool	Credit	\$ 13.95
Fairpoint Communications		\$ 1,524.23
NH Municipal Assoc		\$ 25.66
SAU	Medicare Plan D	\$ 1,214.57
Keene School Dist	Keene Tuition Adj	\$ 6,555.39
Peoples United Bank	Interest/Sweeps	\$ 187.25
		\$ 9,521.05

	Town Approp by month July - June	Interest by Month	Govt Sources annual	Explanation State/Fed Funds	Other	Explanation Other
	\$ 87,000.00	\$ 3.66	\$ 398.40	IDEA	\$ 6,555.39	Keene Tuition Adjust
	\$ 87,000.00	\$ 3.76	\$ 21,026.38	Medicaid	\$ 1,524.23	Fairpoint
	\$ 87,000.00	\$ 10.33	\$ 580,710.00	Equitable	\$ 13.95	Toadstool Credit
	\$ 87,000.00	\$ 12.72	\$ -	All Title Grants	\$ 25.66	NH Municipal
	\$ 87,000.00	\$ 17.54	\$ 13,697.90	REAP	\$ 1,214.57	Medicare
	\$ 87,000.00	\$ 19.88	\$ 47,149.24	Proj Reimb	\$187.25	Yr Interest
	\$ 120,000.00	\$ 25.11	\$ 3,205.05	NH Meal Program		
	\$ 87,000.00	\$ 14.64	\$ 25,779.51	Catastrophic Aid		
	\$ 87,000.00	\$ 15.50	\$ 2,459.60	Student Lunch		
	\$ 87,000.00	\$ 22.74				
	\$ 120,000.00	\$ 23.97				
	\$ 57,827.00	\$ 17.40				
	\$ 1,080,827.00		\$ 694,426.08		\$ 9,521.05	
Total Revenue:	\$ 1,784,774.13					

# MARLOW SCHOOL DISTRICT MEETING MINUTES

**MARCH 14, 2013**

Town meeting was called to order at 7:10 PM on March 14, 2013, by the Moderator, Joseph Feuer, in the JD Perkins, Sr. School. The Pledge of Allegiance was recited. There were 7 people in attendance.

The results of the election held on Tuesday, March 12, 2013, were as follows:

School Board Member (2) – 3 Years	Marcia Levesque Colline Dreyfuss
Moderator – 1 Year	Joseph N. Feuer
Clerk – 1 Year	Beth A. LaFreniere
Treasurer – 1 Year	Donna Chase

Introductions made:

School Board members: Marcia Levesque, Colline Dreyfuss, Karin Asseng and Stephanie Tickner  
Moderator: Joseph Feuer  
Supervisor of the Checklist: Jeanne Kennedy  
Clerk: Beth LaFreniere  
Administrative Table: Wayne Woolridge, Tim Ruehr, Debra Lyons, Cathy Gray and Phyllis Peterson.

Moderator began reading of Articles.

Article 1: Motion made and seconded that the District receive the reports of agents, auditors, committees or officers chosen, and to pass any vote related thereto.

Motion was passed by voice vote.

Article 2: Motion made and seconded that the District vote to raise and appropriate the Marlow School Board's recommended amount of \$1,530,992 for the support of schools, for the salaries for school district officials and agents, and for the statutory obligations of the District, or to take any other action in relation thereto.

Motion passed by a voice vote.

Article 3: Motion made and seconded that the District vote to appropriate and authorize the School Board to transfer up to \$25,000 of its unencumbered funds, if any, remaining on hand at the end of the fiscal year, June 30, 2013; the sum of \$25,000 to be deposited in the Capital Reserve Fund established by voters at the March 2002 District Meeting for the purpose of major renovation / reconstruction of the school buildings and grounds and related costs, or to take any other action in relation thereto.

Anticipated funds remaining at the end of fiscal year 2012/2013 approx. \$137,000

Current balance of Capital Reserve Trust Fund approx. \$65,485

Motion passed by a voice vote.

Article 4: Motion made and seconded that the District vote to appropriate and authorize the School Board to transfer up to \$25,000 of its unencumbered funds, if any, remaining on hand at the end of the fiscal year, June 30, 2013, the sum of \$25,000 to be deposited in the Revenue Replacement Expendable Trust established by the voters at the 2012 District Meeting for the purpose of offsetting any revenue reduction from the State of New Hampshire from previous years' receipts, or to take any other action in relation thereto. If there is an insufficient undesignated fund balance as of June 30, 2013 to fund this appropriation and the appropriation in Article 3 (Capital Reserve Fund), Article 3 will be funded first, with any additional surplus to be applied to this warrant article.

Current balance of Revenue Replacement Expendable Trust approx. \$25,000

Motion passed by a voice vote.

Article 5: Motion made and seconded that the District vote to appropriate and authorize the School Board to transfer up to \$25,000 of its unencumbered funds, if any, remaining on hand at the end of the fiscal year, June 30, 2013 the sum of \$25,000 to be deposited in the Tuition Trust Fund established by the voters at the 1993 District Meeting for the purpose of paying future year regular / special education tuition, or to take any other action in relation thereto. If there is an insufficient undesignated fund

balance as of June 30, 2013 to fund this appropriation and the appropriation in Article 3 & 4, Articles 3 then 4 will be funded first, with any additional surplus to be applied to this warrant article.

Current balance of Tuition Trust Fund approx. \$210,861.24

Motion passed by a voice vote.

Article 6: Motion made and seconded that the District address any other business that may legally come before this meeting.

Introduction of the Options Committee to be a tax exempt expendable trust, for the purpose of supporting and enhancing the educational opportunities of Marlow school children. Current goal is to establish a board of directors consisting of five people. A two year commitment is requested. Those interested will meet one hour prior to the next School Board meeting.

The School Board presented Stephanie Tickner with the following resolution to honor her years of service to the Marlow School Board.

#### **A RESOLUTION**

**WHEREAS**, Stephanie Tickner has served the School District of Marlow as a school board member for twelve years, five years with distinction as vice chair and one year as chairperson; and,  
**WHEREAS**, Stephanie Tickner served on the New Hampshire School Administrative Unit 29 School Board's Advisory Committee, and the SAU School Board; and,  
**WHEREAS**, Stephanie Tickner served on the Marlow School Board Negotiations Committee; and,  
**WHEREAS**, Stephanie Tickner actively served on the Marlow School Board A.R.E.A. Board during renegotiations of the master agreement; and,  
**WHEREAS**, Stephanie Tickner participated on the Marlow School Board's Finance Bills & Manifest Committee; and,  
**WHEREAS**, Stephanie Tickner has been a loyal advocate for the teachers, students and families of the John D. Perkins School; literally leaving her mark on the school's wall, now to be a fitting reminder of her service and dedication to the town; and,  
**WHEREAS**, Stephanie Tickner has always conducted her duties diligently and promptly, and has given her time and expertise in a manner truly reflecting her genuine interest in the Town of Marlow, its children and the future; and,  
**WHEREAS**, Stephanie Tickner's commitment to education has been evidenced by her dedication to the school and the community by being reliable, involved and always painting the school and its students in a good light; and,  
**WHEREAS**, Stephanie Tickner has held high expectations for herself and other board members relative to the decision-making and policy development processes; and,  
**WHEREAS**, Stephanie Tickner is experienced, knowledgeable and dedicated; she will be missed; now, therefore, be it **RESOLVED**, that the School District of Marlow, in grateful acknowledgement of Stephanie Tickner's numerous contributions and 12 years of service, honor itself by causing a copy of this resolution to be entered into the records of the District as a permanent tribute to Ms. Tickner and that a copy of this resolution be presented to Ms. Tickner.

THE MARLOW  
SCHOOL DISTRICT

Motion made and seconded to adjourn meeting at 7:27 PM.

Motion passed by voice vote.

Respectfully Submitted,

Beth A. LaFreniere  
Marlow School Clerk

A true copy attest  
Beth A. LaFreniere

# ADMINISTRATIVE REPORT

As we arrive at the midway point of the 2013-2014 school year, I am pleased to report that great progress is being made in terms of the strategic planning that has been the focus of our conversations of late. The SAU 29 Strategic Plan (see below) outlines the manner in which we utilize our resources to build our capacity as an organization in a coherent and cohesive manner in order to focus on the needs of our students. We have focused on three clear goals.

- Goal 1: Build & Maintain High Standards for Achievement
- Goal 2: Leverage More & Better Community Partnerships
- Goal 3: Be More Efficient with Resources & Operations

The administration has conducted site visits in classrooms to observe best practices in action and to provide guidance as we build capacity in the areas of curriculum, data, and instruction. A culture of collaboration is being fostered with teachers welcoming visits by administrators and colleagues and embracing the open dialogue that results.

All classroom teachers are creating units that are aligned to the College-and-Career-Ready Standards (CCRS). The units will be reviewed in May in an effort to further develop a culture of collaboration. Teachers are gaining a deeper understanding of the Common Core Standards as a result of creating these units of study. Classroom teachers have discovered through this process that many of the units they are currently teaching are aligned with the standards – a testament to the academic rigor that already exists within our school.

As part of the strategic planning, we are developing systems of support for learners with Response to Instruction (RtI). RtI is an approach to differentiating instruction to meet all students' needs by addressing the following questions:

1. Exactly what is it we want all students to learn?
2. How will we know when each student has acquired the essential knowledge and skills?
3. What happens in our school when a student does not learn?
4. How will we enrich and extend the learning for students who are already proficient?

Response to Instruction is a tiered approach as outlined below:

**Tier One:** Core Instruction – All students receive high quality, general instruction and positive behavioral support.

**Tier Two:** Targeted Group Interventions – Some (at-risk) students receive highly efficient rapid response instruction *in addition to* core instruction.

**Tier Three:** Intensive, Individual Interventions – Individual struggling students receive assessment-based, high intensity instruction, *in addition to* core instruction.

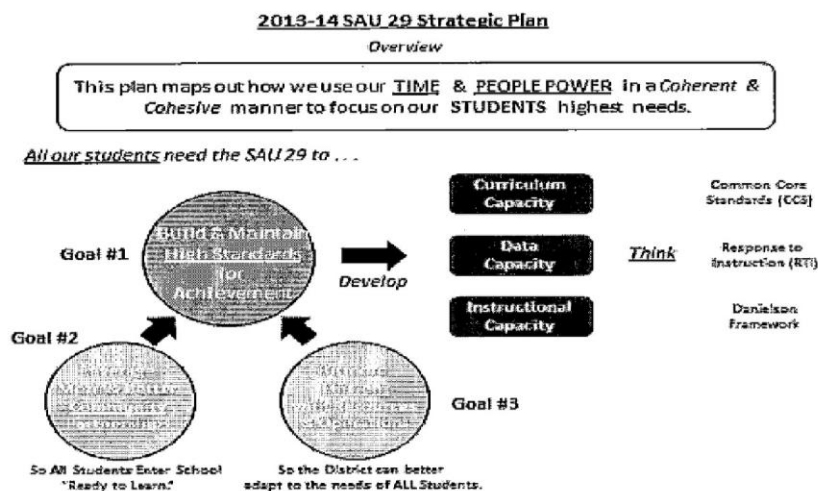
Teachers support the RtI model, although we are finding that the teachers are at different levels of implementation. The administration plans to continue to work on this implementation during the 2014-2015 school year. Professional development will be offered over the summer months to provide further support for our teaching staff in this area. School-wide RtI rubrics are posted on the SAU 29 website.

The Instructional Capacity Committee continues to develop a professional evaluation model based on the work of Charlotte Danielson (The Danielson Framework) with a presentation to be made to the professional staff SAU-wide on March 6. The evaluation model process will continue during the 2014-2015 school year as we combine the professional development work completed by the majority of our teaching staff in the SAU related to "Research for Better Teaching". I have confidence in the ability of our staff to implement the new professional evaluation system with fidelity, and trust that the system will strengthen our organization while enhancing the quality of the education provided to our students.

Our efforts to achieve outcomes related to goal two, whereby we hope to leverage more and better community partnerships in an effort to create greater efficiencies, have included the following collaborative discussions:

- Monadnock Family Services
- *Ready for Kindergarten*
- Keene State College/River Valley Community College
- C&S Wholesale Grocers
- Healthiest Community Advisory Board
- Senator Molly Kelly and Area Legislators
- Strategic Planning Advisory Committee
- Substance Abuse Task Force
- SAU 93

Our strength as a unit is supported by a clear, concise, well-thought out strategic plan designed to serve the best interests of our students. I applaud the involvement of the Chesterfield School Board for their dedicated service to our students. I appreciate the efforts of our school staff members to care for and educate our students and I value the work of the Central Office administration and staff who provide service and support to our school communities. As we travel this journey together I am excited for what the future holds.



We invite you to visit Marlow School, attend a school-related activity, or participate in a school board meeting; we encourage you to attend the Annual District Meeting on **Thursday, March 13, 2014 at 7:00 p.m.** Thank you for your support of Marlow's children and their education.

Wayne Woolridge  
Superintendent

# **PRINCIPAL'S REPORT**

**Submitted by Phyllis Peterson**

Our priority goal for the students at Perkins is to continue with Response to Intervention. This year we have expanded interventions by involving the specialist teachers to help individual students meet their academic needs. All staff designates 30 minutes a day for the entire school community to be challenged with skills in language arts, mathematics or writing on a rotating schedule. Beyond this assigned time classroom teachers are working within their classrooms to provide students with challenging assignments. We use several forms of periodic assessments to document each student's growth in mathematics and language arts to provide challenging assignments. If the students receive instruction when they are ready to master the skills, they will meet with success and build a strong foundation for the next set of skills.

Individuals and organizations in this community have been very supportive to Perkins School and the students of Marlow, we thank you for your support.

Kroka Expeditions continues to offer our classes three field trips annually that include rock climbing, hiking, canoeing and other outdoor activities. We thank Kroka's Staff for their time and expertise to share these skills with the students.

This year we have started a school garden with the help of Adam Levesque, who is a Marlow Keene High School student. He built four raised gardens as part of his high school service project. Thank you, Adam for your donation and time. Hopefully this spring our students will experience the real life process of planting and harvesting a garden.

The Marlow Odd Fellows offered our students a chance to win a scholarship at camp in Maine. The students were to write an essay explaining the reasons why they would like to go to camp for a week. What a wonderful opportunity for one of our students. The student who won was given the opportunity to stay for a second week. She shared her pictures and discoveries while at camp with her classmates in the fall.

Lots of teachers are preparing for the new Smarter Balance Assessment that will replace NECAP next year. Most states in the United States have adopted the Common Core Standards that the Smarter Balance will assess. Perkins School has been chosen to participate in the pilot program in the spring of 2014. Our students in grades 5 and 6 will have the opportunity to experience the Smarter Balance Test in math and language arts first hand during this pilot test. It will be interesting for the staff to view also.

As a staff we are very proud of our students at Perkins School, it doesn't matter if we have presenters at the school or if the students are on a field trip, we receive compliments about their behavior, attitude towards learning and their skill of questioning. We are lucky to work with these students, families and the residents of Marlow.

## CHAIRMAN'S REPORT

I would like to begin by thanking the teachers and staff of the J.D. Perkins School for their Dedication to the education of students in our community.

You will remember that last year we were able to present a budget that was down 12% From the previous year. This was largely driven by reduced special education and Tuition cost, both of which we have little control. Our proposed budget this year is Up about 5%. This increase is due to a couple of primary factors. First, we are once again Faced with increased special education costs. Secondly, we are proposing a change in Our staffing configuration. Even with the increase proposed this year, we are still Presenting a budget that is below the 2011-2012 budget.

A separate warrant article deals with a newly negotiated teacher contract. For the Past three years our teachers have accepted a one year contract with step raises only. We felt it was time to work towards a longer contract. A significant change in the Proposed contract was made in the area of teacher contribution to health insurance. In the past we have felt that our generous plan (100% Single and 98% Family) was a Drawing point to encourage teaching candidates to come to our rural setting. That Being the case, we realize that other towns have shifted to increased employee Contributions, we are working to align our total offerings more closely with other Rural schools in our region. We have worked hard to develop a contract that both Parties feel is fair. We hope that you will support this warrant article.

Our enrollment has held fairly steady this past year, but we still feel the strain of a Reduced student body. Our board continues to be open and vigilant in matters of Surrounding towns and always looking for any opportunity that may increase our Enrollment.

We have spent time this year looking at the optimal use of staffing at our school and The best way to deliver the services that we are required to provide. In the proposed Budget, we have suggested a change in model which reduces our special education Position from 80% to 50% and couples that position with the 50% principal. Due to Changes in the wording in the teacher's contract we are now able to combine our Principal with a teaching position as long as the principal is not a union member. We feel that by combing our principal with our special education teaching position we Will have the benefit of having both positions in the building at all times. Two years Ago we cut our full time kindergarten position and tripled up a classroom to cover The lost. We have found that this is not a sustainable practice and would ask the town To support adding 60% kindergarten teacher back into our budget. We have concluded That it would greatly benefit our students, parents, and staff to make these important Changes.

It will be with a heavy heart that we will say goodbye to our current principal, Mrs. Peterson. She has truly turned our school around in her 7 years with Marlow. She Has implemented changes in curriculum and instruction that have greatly improved Under her continuous care. Our board and our town will miss her positive attitude And her desire to always put the interest of the children of J.D. Perkins School at The forefront of our decision that she makes.

I would like to thank the SAU staff, Superintendent Woolridge, Assistant Superintendent Duncan, and Timothy Ruehr for their assistance and support this past year. We are a Fairly new board operating at a reduced membership level and we have had many Questions along the way.

I would like to thank my fellow board members, Jane Leech and Karin Asseng for Their service this past year. We are a board of five that has been operating with Three members all year. This has meant that we all had to make it to every meeting In order to have a quorum. We have presented a warrant article to reduce our board From five to three members. Most schools our size operate with a three member Board. If this article passes it will not take effect until next year, so we may still Have vacant seats for the upcoming school year.

In closing, I would like to invite each of you to attend our monthly meetings. We Make every attempt to be transparent in our workings and are always happy to See community members taking an interest.

Respectfully submitted,

Marcia Levesque

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## NOTES

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## **MARLOW TOWN OFFICERS' HOURS**

167 NH RT 123 – Marlow, NH 03456  
(603) 446 – 2245 Fax (603) 446 – 3806  
Email: [marlowtownoffice@myfairpoint.net](mailto:marlowtownoffice@myfairpoint.net)  
Website: [www.marlownh.gov](http://www.marlownh.gov)

Board of Selectmen: Monday 7:00 pm until business is finished

Town Office: Monday, Tuesday, Thursday and Friday 10:00 am – 1:00 pm, 2:00 pm – 3:30 pm

Planning Board: 2<sup>nd</sup> Tuesday Monthly 7:00 pm

Town Clerk: Wednesday 4:30 – 7:00 pm      Thursday 10:00 am – 12:30 pm

Zoning Board of Adjustment: As needed

Tax Collector: Tuesday 5:00 – 7:00 pm

Overseer of Welfare: As needed

Cemetery Trustees/Trustees of the Trust Funds: 1<sup>st</sup> Monday Monthly 4:30pm

Library Trustees 2<sup>nd</sup> Wednesday Monthly 7:00 pm

Conservation Commission: 3<sup>rd</sup> Thursday Monthly 7:00 pm

Agriculture Commission: 1<sup>st</sup> Tuesday Monthly 7:00pm

### **TRANSFER STATION/RECYCLING CENTER 446 – 7973**

Wednesday 4:00 – 7:00 pm      Saturday 8:00 am – 4:00 pm

### **LIBRARY 446 – 3466**

Monday 10:00 am – 12:00 pm; 1:00 – 5:00 pm; 6:00 – 8:00 pm  
Wednesday 4:00 – 8:00 pm; Saturday 10:00 am – 12:00 noon

### **POST OFFICE 446-3489**

Lobby: Monday – Friday 7:00 am – 4:45 pm; Saturday 7:00 am – 12:00 noon  
Window Service: Monday – Friday 7:45 am – 1:15 pm; 2:30 pm – 4:15 pm  
Saturday 8:00 am – 11:30 am

### **EMERGENCY SERVICES – MUTUAL AID**

FIRE – AMBULANCE – POLICE 352 – 1100 OR 911

POLICE – NON-EMERGENCY 355 – 2000

STATE POLICE (TROOP C, KEENE, NH) 358 – 3333 OR 911

### **NH HOUSE OF REPRESENTATIVES, CHESHIRE CO., DISTRICT 2**

John E Mann (D) Alstead 835-9095, [john.mann@leg.state.nh.us](mailto:john.mann@leg.state.nh.us)

### **NH STATE SENATE, DISTRICT 8**

Bob Odell (R) Lempster 271-2111/863-9797, [bob.odell@leg.state.nh.us](mailto:bob.odell@leg.state.nh.us)